CSST

Commission
de la santé
et de la sécurité
du travail

Annual Report
1984

85-6602/

1984
A Few Figures

	1983	1984
Workers covered by the plan	2 008 515	2 032 086
Employers files open at the Commission	147 096	153 316
Establishments recorded	181 921	183 533
Requests for prevention-inspection interventions	**14 004**	**20 434**
Assistance, evaluation and control	9 691	13 789
Investigations following an accident	927	1 120
Interventions following a complaint	3 178	3 860
Applications of the right of refusal	208	278
Prevention programs submitted to the CSST	**1 013**	**1 887**
Health and safety committees formed under the Act	**—**	**528**
Benefit claims following occupational injuries	**314 006**	**347 662**
Accidents requiring medical assistance only	147 530	168 423
Benefit claims for work stoppages	162 386	174 990
Benefit claims for occupational diseases	3 920	4 110
Benefit claims following a death	170	139[1]
Benefit claims under the right to protective re-assignment of pregnant or breast-feeding workers	**4 066**	**7 102**
Pensions in force as at December 31	**41 659**	**39 648**
Employer assessments	**709 561 000 $**	**697 823 000 $**
Average nominal rate of assessment per $100 insurable	2.05 $	1.89 $
Maximum insurable wages	29 000 $	31 500 $
Investments with the Caisse de dépôt et placement du Québec as at December 31	**1.9 billion $**	**1.9 billion $**
Investment income and assessment interest	209 million $	212 million $
Overall expenses of the Commission	**968 154 000 $**	**1 093 118 000 $**
Compensation and rehabilitation programs[2]	813 267 000 $	916 192 000 $
Prevention programs	38 158 000 $	58 806 000 $
Administration expenses	88 402 000 $	102 358 000 $
Overhead expenses	28 327 000 $	15 762 000 $

1. This figure is based on the number of files opened in 1984 and includes deaths resulting from accidents during the year as well as deaths linked to accidents in past years or occupational diseases, the admissibility of some of these files was still being studied at the end of 1984. According to the data compiled by the Commission's Prevention-Inspection services, there were 103 accident-related deaths in 1984.

2. Including the protective re-assignment program for pregnant or breast-feeding workers.

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Mr. Richard Guay
President of
the National Assembly
Québec

Mr. President:

I have the honour of presenting you with the Annual Report of the *Commission de la santé et de la sécurité du travail du Québec* for the year 1984, as given to me by its Chairman and Director General.

Yours very respectfully,

Raynald Fréchette

Minister of Labour

Mr. Raynald Fréchette
Minister of Labour
Gouvernement du Québec

Mr. Minister:

In accordance with section 163 of the Act respecting occupational health and safety, I have the honour of presenting you with the Annual Report of the *Commission de la santé et de la sécurité du travail du Québec* for the year 1984.

Yours very respectfully,

Robert Sauvé

Chairman and Director General

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Message of the Chairman and Director General

The Act respecting occupational health and safety and the Commission it created are five years old. When the Act was adopted and the CSST formed, the most optimistic did not expect positive effects from the new plan for a minimum of five years, i.e. the time required to set up its main mechanisms. The example of West Germany, where occupational injuries dropped 25% ten years after the implementation of its legislation, was frequently cited then.

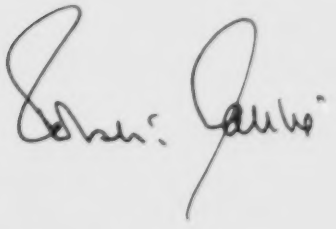
We remain prudent but nonetheless note, with a glimmer of hope, the encouraging signs presented in the 1984 annual report regarding occupational safety. Specifically, deaths recognized as being work-related fell from 201 in 1981 to 103 in 1984 (see note 1 in the table "1984 — A Few Figures" at the front of this report). A study of these data also shows that the seriousness of injuries is declining for the second straight year. In 1983, 51% of accidents led to a work stoppage, a noteworthy decrease over the figures for 1982 and 1981 which were 53.2% and 55.4% respectively; the 1984 rate for such accidents was 50%. In 1984, as in 1983, work stoppages exceeded 15 days in 26% of cases, compared to 27% in 1982. While these results are not necessarily conclusive, the trend they are showing augurs well.

It seems reasonable to say the Act has gained ground and is being better accepted. Might we be seeing a change of mentality presupposed by its effective enforcement? This is what we think, particularly as regards prevention-inspection, since as workers and employers have progressively accepted responsibility for prevention, the context within which the Commission carries out its mandates has changed profoundly. The first health and safety committees now exist, prevention programs are being applied, seven sector-based associations, soon to be eleven, are at work and their role is expanding, the Regulation respecting safety representatives is in force. The Commission provides necessary coordination to avoid duplication of interventions, and supplies its partners with needed support while respecting their autonomy. But in doing so, the permanent CSST staff does not neglect its own responsibilities and can adopt a coercive stance when establishments or job-sites do not comply with the prevention mechanisms set out in the Act.

In 1984, the Commission set a priority of improving relations with its clienteles and introducing a more human element to its services. We have scored well in this regard. In the regions, we have guarantees of cooperation from various bodies and individuals which have been grouped into concerted-action tables or advisory committees. We created a thirteenth regional office, Lanaudière. The processing time for files and benefit payments has been shortened, physicians' fees are being paid faster, our relations with hospital centres are smoother. The Commission's financial services are now available in the regions, allowing for faster, more personalized service.

The Commission has invested heavily in computer services in recent years. Its expertise today offers a glimpse of considerably higher quality and faster service for beneficiaries and health and safety professionals in the future. Various electronic link prototypes are already in experimental use between the Commission, hospital centres, employers and joint sector-based associations. The results are distinctly positive and the network will be expanded in 1985 so that, eventually, client transactions will be virtually instantaneous.

All in all, a good year with an enviable balance sheet was made possible by the combined efforts of the CSST staff, Management Committee, Board of Directors, IRSST, joint sector-based associations and our partners in labour and business, as well as health and education sectors, to whom, as to the government and Minister in charge, I extend my sincerest thanks for their constant support.



Robert Sauvé

The Mandates of the Commission

The *Commission de la santé et de la sécurité du travail* is the agency chosen by the government to administer its occupational health and safety plan. It is a joint body whose Board of Directors consists of an equal number of representatives of Quebec workers and employers.

The Commission is responsible for the entire occupational health and safety system. Under the law, this agency is responsible for coordinating the management of all functions and services involved in every phase of the system.

With regard to ***prevention-inspection***, the Commission's role is to enable workers and employers to participate in improving health and safety in the workplace and fully assume their rights and obligations as set out in the law. Its duties are essentially to oversee the regulations on occupational health and safety, set standards, provide assistance for the implementation and operation of prevention programs and participation mechanisms, health services, and training, information and research services. As well, the Commission is responsible for supervising the application of occupational health and safety standards and regulations and verifying, in workplaces, that the rights and obligations provided for by law for both workers and employers are being complied with. The Commission is the only authority to make inspections and its jurisdiction extends to all aspects of occupational health and safety across Québec.

Within its ***compensation*** mandate, the Commission provides victims of occupational accidents and diseases as well as victims of criminal acts or acts of good citizenship, all the services to which they are entitled. This responsibility includes medical assistance, indemnities in cases of temporary or permanent disability, and rehabilitation to promote the resumption of an autonomous life and the return to work. The Commission also gives compensation to pregnant or breast-feeding workers when they exercise their right to protective re-assignment.

For ***financing***, the Commission has full powers to set and collect assessments from the employers who are required to contribute to its accident fund. To do so, employers must register and be given a classification for assessment purposes. The assessments it collects must cover accidents costs, the prevention costs specified by law, its administration expenses and its overhead expenses.

Acts Administered

The various mandates of the *Commission de la santé et de la sécurité du travail* are governed by five laws which it administers; these are its constitutive act and four Québec acts dealing with compensation. It also has the responsibility, under a federal law, to compensate federal public servants who are victims of work accidents or occupational diseases.

The Act respecting occupational health and safety (R.S.Q., c. S-2.1) created the Commission and conferred upon it its various mandates. Sanctioned in 1979, the object of this Act is to eliminate, at the source, dangers for the health, safety and physical well-being of workers. It is a general law which is coming into force progressively, as each of its sections is decreed. Eleven of these sections concerning the safety representative, were decreed in 1984, leaving only 13 out of 337 to be decreed at year's end. It should be noted that the major fields covered by the Act are being introduced in stages in the various sectors of the economy, according to an order of priorities determined by the Commission.

The Workmen's Compensation Act (R.S.Q., c. A-3) gives the CSST responsibility for managing an indemnity system to compensate workers who are victims of work accidents and occupational diseases, through a fund to which employers contribute on a mutual basis. The main provisions of this Act cover compensation, medical assistance and rehabilitation services to which victims are entitled, and the statements and assessments to be made by employers. The compensation plan governed by the Workmen's Compensation Act is based on the degree of physical ability lost by the worker and takes into account his ability to resume his job or to adapt to another appropriate occupation.

The Act respecting indemnities for victims of asbestosis and silicosis in mines and quarries (R.S.Q., c. I-7) established a special indemnity system in 1975 applying only to mine and quarry workers suffering from asbestosis or silicosis. This Act is based on the principle of income replacement, plus a lump sum determined in relation to the disability rate of the victim and his age.

The Crime Victims Compensation Act (R.S.Q., c. I-6) and ***the Act to promote good citizenship*** (R.S.Q., c. C-20) adopted respectively in 1971 and 1977, are based on the same principles of compensation as the Workmen's Compensation Act, and the advantages provided for their beneficiaries are about the same, except for a few particular cases. The Minister of Justice is responsible for enforcing these two laws. Their administration comes under the CSST's jurisdiction and their costs are paid out of the province's consolidated fund, from the credits voted to the *ministère de la Justice*.

The Government Employees Compensation Act (R.S.C., 1970, c. G-8) is a federal law under which the CSST determines amounts of compensation to pay to federal employees, according to the rates and conditions prescribed in the provincial law.

It should be noted that last November, the National Assembly adopted the principle of Bill 42 respecting industrial accidents and occupational diseases. It then submitted the Bill to the Parliamentary Commission on the Economy and Labour, which began to study it section by section. Once adopted, this new law will replace the Workmen's Compensation Act and the Act respecting indemnities for victims of asbestosis and silicosis in mines and quarries.

Regulations

The Commission also enforces a number of regulations, either arising directly from the Acts it administers or adopted under other Acts and which are now under CSST jurisdiction by reason of the Act that created the CSST.

At the end of 1984, the Commission was applying a total of fifty-five regulations of which thirty-three dealt with prevention. Since the Commission was created in 1980, its Board of Directors has adopted or amended many regulations. Twenty-three of these new regulations, including thirteen adopted under the Act respecting occupational health and safety, nine under the Workmen's Compensation Act and one under both acts, were in force at the end of 1984.

A list of the regulations administered by the Commission can be found in the appendix at the end of this report (page 90).

Evolution of jurisprudence

Also during the year, a number of court rulings were made on matters relating to enforcement of the laws and regulations administered by the Commission. These decisions come as additions to existing jurisprudence in the field, which is quite recent with respect to some aspects of the plan.

The courts ruled, in their decisions this year, that:

- employers must provide free of charge all individual protective equipment which regulations make it obligatory to wear;
- refusal to perform work by reason of a health condition unique to the worker or purely personal conditions does not constitute a right of refusal within the meaning of the Act respecting occupational health and safety;
- an accident that occurs during a sports event encouraged or organized by an employer, but not linked to the work of an employee, does not constitute an occupational accident;
- the percentage of inability to resume work is re-evaluated, in the case of a worsening condition, only if there is an increase in degree of physical impairment;
- a letter from a compensation officer does not necessarily constitute a decision within the meaning of section 63.4 of the Workmen's Compensation Act;
- the medical file of an accident victim may be released in the event of a challenge before the Review Board or the *Commission des affaires sociales*, subject to relevance and causality.

Workers and Employers Subject to the Act

Compared with other Canadian provinces, Québec has one of the broadest occupational health and safety plans. At the end of the year, the Commission estimated that over two million workers were covered by the plan. In all, there were 153 316 files of employers subject to the Act, for which 183 533 establishments were registered.

It should be noted that during this period some 44 000 firms availed themselves of personal coverage for their directors, as did 1 500 skilled tradesmen (self-employed workers) who chose to take out insurance with the Commission.

The *Commission de la santé et de la sécurité du travail* is a public corporation within the meaning of the Civil Code; as such, it is vested with the general powers of such a corporation and has specific powers conferred on it by the Act. Its joint Board of Directors makes it the highest level of employer-worker participation mechanisms established under the law that enables both groups to take part in defining and managing occupational health and safety policies.

Board of Directors

The Board of Directors of the Commission is made up of fifteen members: the chairman and director general, seven worker representatives and seven employer representatives. All these representatives are chosen by the government from lists supplied by the most representative union associations and employers' associations.

Since the mandate of the members on the second CSST Board of Directors ran out during the year, on September 19, 1984 the government announced the composition of a new Board. The mandate of nine members on the Board since August 1982 was renewed, while other people began their first mandate. The members of the new Board are listed on the next page.

An observer is appointed by the Minister of Social Affairs and participates in meetings of the Board of Directors, as do also the vice-chairmen of the Commission and certain civil servants on the invitation of the chairman, according to the subjects on the agenda.

Members of the Commission's Board of Directors

Chairman	
Robert Sauvé	
Workers' Representatives	
Louis Laberge,*	president of the Québec Federation of Labour (QFL)
Jean Lavallée,*	managing director and financial secretary of the Interprovincial Brotherhood of Electrical Workers, v.p. of the QFL
Clément Godbout,*	Québec director of the United Steelworkers of America, v.p. of the QFL
Claude Morrisseau,*	regional director of the Canadian Union of Public Employees, v.p. of the QFL
Christophe Auger,	v.p., Confederation of National Trade Unions (CNTU)
Andrée Bouchard,	secretary, confederal health and safety committee, Confederation of National Trade Unions (CNTU)
Claude Gingras,*	v.p. of the Centrale des syndicats démocratiques (CSD) (Congress of democratic unions)
Employers' Representatives	
Ghislain Dufour,*	executive v.p. of the Conseil du patronat du Québec (CPQ) (Québec employers' council)
Sarto G. Paquin,*	director of labour relations, Canadian Manufacturers' Association (CMA), Québec Division
Claude Drouin,*	director of technical services, Association des mines de métaux du Québec (Québec metal mines association)
Gilles Lavallée,*	principal labour relations consultant, Alcan
Claude Garcia,	first v.p. and actuary, Standard Life Assurance Company
Robert L'Heureux,	regional manager of business communications, Bell Canada
Raymond-Marie Gauvin,	president and chief executive officer, Somesco Inc.
Observer appointed by the Minister of Social Affairs	
Denis L'Heureux	head of the *service de santé au travail et de santé environnementale*

* Member whose mandate was renewed.

In 1984, the Board of Directors continued to implement various mechanisms provided for under the Act respecting occupational health and safety, and to study and adopt regulations related to the Acts the Commission administers.

Joint sector-based associations once again were a major focus of attention for the directors this year. Their work was connected with defining the sector of economic activity covered by an association and amending the relevant regulations to add new sectors of economic activity, further to agreements entered into between representative employers' associations and union associations in the sector. The ensuing resolutions affected the following sectors:

- ☐ forestry and sawmills,
- ☐ paper industry and related activities,
- ☐ wood and furniture.

Joint sector-based associations were also exempted from holding an annual meeting, on specific conditions.

With regard to regulations, the Board of Directors adopted the Safety representative in an establishment regulation and defined its application in establishments belonging to Groups I and II. (I: buildings and public works; chemical industry, forestry and sawmills; mines, quarries and oil wells; metal products; II: wood industry; rubber and plastics industry; manufacturing of transportation equipment; primary metal processing; manufacturing of non-metal mineral products.)

It amended the Regulation respecting prevention programs and the Regulation respecting occupational health services in order to extend their application to establishments in Group III (public administration; food and beverage industries; furniture and furnishings industries; paper and paper products industries; transportation and storage).

The First aid minimum standard regulation was also adopted, along with the ensuing training program for first aid specialists.

The Board of Directors also studied and adopted various everyday administration regulations on the classification of employers, computation of the weighted net income, assessment standards for certain employers, the assessment system based on merit. It also adopted regulations respecting the application of the Building Code and the Safety Code for the construction industry.

During the year, many draft regulations were worked on by the Board of Directors or its special committees. The main ones are:

- ☐ Regulation respecting individual protective devices and equipment that employers must provide to workers free of charge;
- ☐ Regulation defining the properties of a substance that make it a dangerous substance;
- ☐ Regulation amending the Regulation respecting the quality of the work environment;
- ☐ Regulation respecting the safety representative on construction sites;
- ☐ Regulation respecting protective re-assignment with regard to lead;
- ☐ Regulation respecting job-site committees;
- ☐ Regulation respecting labelling of dangerous substances;
- ☐ Regulation respecting medical examinations and health certificates for workers exposed to asbestos or silica;
- ☐ Regulation amending the Regulation respecting joint sector-based associations on occupational health and safety (mines and mining services);
- ☐ Regulation respecting the notice required by section 64 of the Act respecting occupational health and safety;
- ☐ Regulation respecting camps;
- ☐ Regulation amending the Regulation respecting occupational health and safety committees (Group III);
- ☐ Regulation amending the Regulation respecting the safety representative in an establishment (Group III);
- ☐ Règlement sur le comité de vérification de la Commission;
- ☐ Regulation amending the Règlement de régie interne de la Commission;
- ☐ Regulation amending the Safety Code for the construction industry;
- ☐ Regulation amending the Regulation respecting minimum first aid standards;
- ☐ Regulation amending the Regulation respecting industrial and commercial establishments.

About twenty advisory committees to the Board also pursued their work throughout the year. Formed to examine and analyze draft regulations, policies or programs, these committees of six or sometimes more members are formed half and half by employer and worker representatives, with at least one member of the Board of Directors. According to their mandates, they are chaired by one of the Commission's vice-chairmen. Here are some of the committees that sat during the year:

- First aid committee;
- Committee on the safety representative, construction sector;
- Committee on the safety representative in an establishment;
- Committee on the Règlement de régie interne and the Règlement sur le comité de vérification;
- Committee on access to information of the Commission;
- Committee on the Regulation respecting occupational health and safety committees;
- Committee on the policy of subsidizing union associations and employers' associations for the setting up of a joint sector-based association, section 105 of the Act respecting occupational health and safety;
- Committee on health programs for workers exposed to asbestos or silica;
- Committee on the Regulation respecting protective re-assignment with regard to lead.

In the administration of current business, the directors approved the Commission's financial statements for the 1983 fiscal year, the annual budget for 1984 and the assessment rate scale for 1985. They were called upon to grant subsidies to joint sector-based associations, the *Institut de recherche en santé et en sécurité du travail* (IRSST) (occupational health and safety research institute), employers' associations and union associations. They also adopted resolutions concerning, in particular, the return of assessment over payments in cases of overestimation of wages by an employer, the penalty for underestimation of wages, the merging of legal entities as related to the assessment system based on merit, the renewal of the lease for the Montréal administrative centre, the distribution of acts administered by the Commission and the printing of the *Manuel de secourisme en milieu de travail* (manual on first aid in the workplace). The delegation of certain powers to civil servants as set out in the Acts it administers, and the creation of review boards and appointment of their members were also the subject of numerous resolutions.

Executive Committee

The Act provides for an Executive Committee comprising the chairman, one worker representative and one employer representative, both of whom are appointed by their peers on, and chosen from among the members of, the Board of Directors. In 1984, the Executive Committee was composed of Robert Sauvé, Ghislain Dufour and Louis Laberge; their alternates were Sarto G. Paquin and Jean Lavallée.

In the deliberations of this committee, a preliminary analysis is made of items on the agenda and the files that the general management intends to submit to the Board. Accordingly, its members get an initial grasp of useful information for consultation purposes, which enables them to direct Board discussions in line with the main concerns identified. Through this early perusal of files, the committee members are also in a position to ask the general management to supplement various points of information that it transmits to the Board.

In the course of its current affairs in 1984, the committee made decisions pertaining to the management of the Commission's funds by the *Caisse de dépôt et placement du Québec*, banking matters and CSST property administration. It also ratified agreements between the Commission and the *ministère de l'Habitation et de la Protection du consommateur*, and with the Montreal Urban Community. Moreover, it approved a memorandum of agreement for the creation of a joint sector-based association for the metal and electrical products manufacturing sector.

Management Committee

The chairman and director general of the Commission is responsible for the agency's administration and management. A vice-chairman, administration, a vice-chairman, prevention-inspection, and a vice-chairman, compensation, help him in his duties. The chairman and director general, the vice-chairmen and the secretary of the agency form a Management Committee in charge of implementing the decisions of the Board of Directors, suggesting guidelines for the Commission to the Board and expediting day-to-day administrative matters.

General annual objectives are determined, so that priorities become known and branches can direct their efforts toward a common goal. In 1984, the accent was on improving relations with client groups and humanizing services, minimizing the number of case workers per establishment, coordinating the action of HCCHDs and sector-based associations with that of the Commission, regionalizing employer services, revamping compensation claim handling and following up the operation of prevention programs for the priority sectors in Groups I and II.

The main means proposed in order to reach a high level of quality in services was to bring the functions of various branches into harmony. In keeping with this idea, the programming coordination committee was mandated to harmonize the mechanisms in place and coordinate the efforts of administration, prevention-inspection and compensation in order to design and integrate the various programs required for the widest possible application of the acts administered by the Commission.

From this perspective of drawing nearer to its clientele and increasing the efficiency of services through extensive integration of its operations, the Management Committee regionalized some activities of the financial services. Registration of employers with the Commission, their classification, billing of assessments and collection of unpaid assessments are now up to the regional offices. Only operations requiring bulk processing and certain support and control functions remain under the responsibility of the administrative centres.

The Management Committee also made territorial adjustments to the Laval-Laurentides regional office, creating two regional offices of a more manageable size. The local office in Joliette was promoted to the rank of Lanaudière regional office, where workers and employers can benefit from the full range of services offered by the Commission. The restructured Laval office now includes, in addition to Laval regional office, a local office in Saint-Jérôme able to fully serve the Upper Laurentian population.

In an attempt to ensure smooth, harmonious application of the Act respecting access to documents held by public bodies and the protection of personal information, the Management Committee adopted an operating structure that takes regionalization into account.

Since the Archives Act is complementary to the Act respecting access to documents, measures have also been proposed to ensure its application.

Members of the Commission's Management Committee

Chairman and director general	Robert Sauvé
Vice-chairman — administration	Paul E. Boucher
Vice-chairman — prevention-inspection	Jean-Louis Bertrand
Vice-chairman — compensation	Lionel Bernier
Secretary	Pierre Lafrance

To promote listening and dialogue with beneficiaries, employers and occupational health and safety professionals, the Management Committee has taken other steps to heighten the availability of services and information. This is the reason, for instance, for opening offices and making services available during the noon hour. We should also mention the regular publication of a volume containing a depersonalized cross-section of decisions made by Review Boards.

So as to ensure a higher quality of physical rehabilitation services to occupational accident victims, the Commission is participating in a joint task force with the *ministère des Affaires sociales*, in charge of determining guidelines on the mode of cooperation between different parties in this regard. Moreover, an agreement has been finalized with the *Office des personnes handicapées du Québec* to promote greater use of adapted work centres by occupational accident victims.

Likewise, jointly with the *ministère de l'Éducation du Québec*, the CSST has made an evaluation of training needs in ergonomics. On the basis of precise specifications a tender call went out to Québec's universities to develop and implement such a training program. This program will make up for the lack of ergonomists in Québec.

Among the decisions affecting day-to-day administration of the Commission we should mention the ratification of an out-of-court settlement in the case of the CSST vs Mines d'amiante Bell Ltée, Carey Canada Inc., J.M. Asbestos Inc., Lac d'amiante Ltée and Asbestos Corporation Ltd. It may be recalled that an action had been instituted by these mining companies due to a legal ambiguity affecting the granting of the supplementary indemnity already paid to asbestos miners under the Act respecting indemnities for victims or asbestosis or silicosis in mines and quarries.

Furthermore, 1984 was marked, at the administrative level, by the implementation of new management controls. Thus, the Management Committee adopted administrative management rules pertaining to insurance and the use of automotive vehicles belonging to the Commission. There were also several decisions regarding finance management, assessment collection procedures, and the organization and operation of computer systems.

The Management Committee encouraged full in-house application of the acts administered by the Commission, particularly the setting up of occupational health and safety committees in all CSST establishments and the preparation of prevention and safety programs. The Human Resources branch plays an advisory, support, coordination and information role for the health and safety committees.

In another connection, the Commission continues to attach a lot of importance to its relations with other organizations, including those outside Québec. It communicated regularly with its counterparts in the Canadian provinces and abroad, played host to various delegations and participated in international conferences, according to the interest they held.

In Québec, first of all, the Commission nurtured its close ties with several government departments and agencies. Among others, the *Régie de l'assurance-maladie* (health insurance board), the *ministère de l'Habitation et de la Protection du consommateur* (housing and consumer protection department) and the *Office de la construction du Québec* (construction board) have formal agreements on exchanges of services with the CSST. Agreements with agencies like the *Office des personnes handicapées* (disabled persons' board) and the *ministère de la Main-d'oeuvre et de la Sécurité du revenu* (manpower and income security department) provide for harmony and rationalization of the services offered. The Commission also attempted to achieve real concerted action via standing committees with the *ministère des Affaires sociales (social affairs department)*, *the ministère de l'Éducation* (education department), le *Bureau de normalisation du Québec* (standards board) and the joint sector-based associations. When invited, the CSST participates in the work of various committees and bodies when occupational health and safety issues arise.

On the national scene, the CSST belongs to the Association of Workers' Compensation Boards of Canada. It participates in various group projects such as the CSA (Canada Standards Association) advisory committee on health and safety, the federal-provincial committee on labelling and annual meeting of the Association of Chief Inspectors of Mines. The Commission also exchanges information with several Canadian bodies, especially the Canadian Centre for Occupational Health and Safety. Likewise, it participates in the work of the Canadian Association of Administrators of Labour Legislation (CAALL).

Internationally, the CSST has an important role in the Québec interdepartmental committee for the negotiation of social security agreements (CNESS) in compensation matters with the governments of Italy, Greece, France, Portugal, West Germany, Sweden and Denmark. It cultivates close ties with certain African countries under cooperation programs Québec has with the latter, administered by the *ministère des Relations internationales* (international relations department). The Commission was invited to direct occupational health and safety training seminars in Ivory Coast and Bénin. It brought some Ivory Coast people to its offices for training sessions. In North America, the Commission is a member of a number of American associations like the International Association of Industrial Accident Boards and Commissions (IAIABC) and the American Association of State Compensation Insurance Funds (ASSCIF). It participated in their annual meetings in 1984 and delegated two representatives to the XIth Seminar of the IAIABC. In 1984, the Commission also became party, together with the *Institut de recherche en santé et en sécurité du travail*, to an agreement with the Labour Department of the State of Mexico, Mexico, for technical cooperation, training and upgrading of human resources and research, under the auspices of the *ministère des Relations internationales*. This agreement led to the participation of a chief inspector of the Commission as a speaker at a Mexican seminar on the handling of toxic substances.

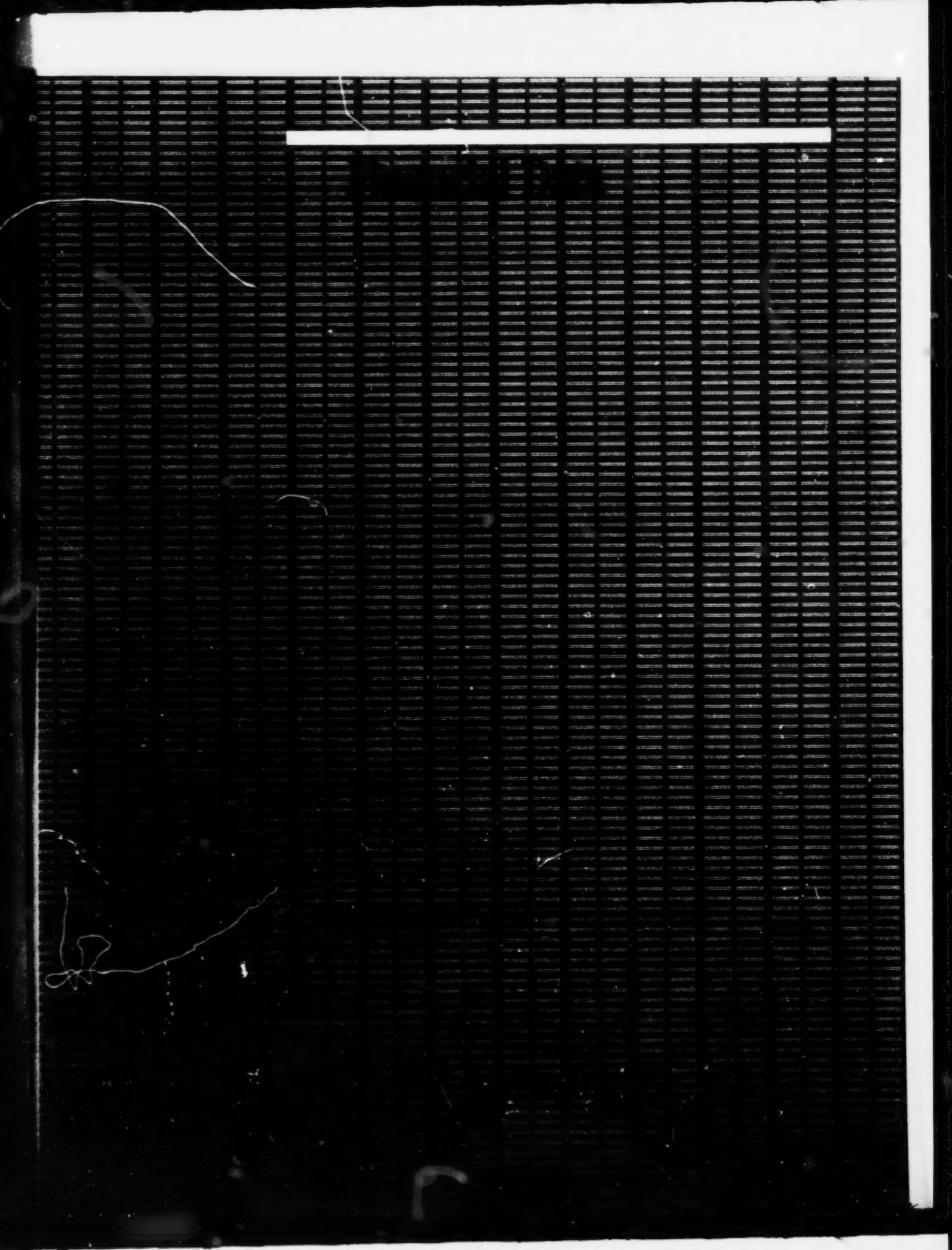
The Commission is also a member of international bodies like the International Association of Labour Inspection (IALI). In its framework, it participates in some seminars followed by much debate and discussion. The CSST Chairman and Director General was invited by the IALI in 1984 to assume one of the four vice-chairmanships of the association, a job he accepted. He was elected for a three-year term, during which he will try and create durable ties of cooperation between the IALI and the various North American bodies with jurisdiction over work inspection.

The CSST is also in contact, in various capacities, with UNESCO, the International Labour Organization and international bodies in the private sector working in the field of toxicology.

It should be noted that in June 1984, the Commission joined the International Section for the Prevention of Occupational Accidents and Diseases in the Iron and Metal Manufacturing Industry, connected to the International Social Security Association. The CSST takes part in it by exchanging data, organizing international meetings, conducting investigations and studies, promoting research activities and publishing documents relating to the topic.

In order for its personnel to benefit from the latest developments in occupational health and safety fields and make international connections, the Management Committee sent representatives to interesting conventions and symposiums. These included the convention of the International Association of Labour Inspection, the World Congress of Rehabilitation International, the International Labour Conference and the Fourth Tripartite Technical Meeting for Mines other than Coal Mines of I.L.O., the International Congress on Occupational Health, the International Neuropsychology Convention, the *Convention informatique de Paris*, and participation in a mission under a France-Québec cooperation agreement.

The CSST was also represented at symposiums and seminars on more specific subjects like occupational ergonomics, information sciences, individual protective devices, industrial health, compensation for crime victims, classification and coding of diseases, safety in grain elevators and silos, effects of radiation in mining operations, occupational rehabilitation, and the training of blasters.



Notice
New Presentation of the Financial Statements

The introduction in 1984 of a new financing method based on partial capitalization of certain costs compelled the Commission to review the presentation of its financial statements. As presented to date, they were no longer able to adequately account for the actual financial situation of the Commission and, given the distinctions created between financed and unfinanced expenditures, could have misled the reader.

Since this twofold change in the financing method and presentation of the financial statements makes the comparison of the 1984 year results with those of the preceding year very delicate, the Management Committee wishes *to caution* the reader and recommend that the notes to the financial statements be read, as they provide essential information for this transition year.

New Financing Method

On June 16, 1983, the CSST Board of Directors adopted a new financing method called the mixed financing method. According to the terms of the resolution:

"The mixed financing method adopted provides that the Commission will capitalize a proportion, ranging from 90 % to 100 %, of the cost of occupational injuries of the assessment year and the assessment will not be affected by the actuarial deficit as at December 31, 1983. Thus, from 1984 through 1988, capitalization will be 90 %, and, from 1989 to 1993, capitalization will rise successively from 92 % to 100 % at the rate of 2 % per year."

In accordance with this decision, the 1984 employer assessment rates were determined in consideration of the fact that 10 % of the cost of occupational injuries would not be capitalized. To enable the reader to understand the results of the Commission's operations, the portion of the excess of expenditure over the year's income that is due to these unfinanced expenditures has been entered in the financial statements, so as to show the surplus of financed expenditures alone over income.

Comparisons with the Previous Year

This presentation of results corresponds appropriately to the new financing method. On the other hand, the results are difficult to compare with those of the preceding year: for instance, the decreased income of the Commission has to be interpreted in light of the fact that 10 % of the cost of occupational injuries was not financed in 1984. Moreover, compensation program costs have been separated from those linked to the protective reassignment program for pregnant or breast-feeding workers; the cost of these programs is thus presented in such as way as to distinctly establish the amount of benefits paid and the corresponding increase in the actuarial reserves. As a result, the statement of income and expenditure and of the unfunded liability have not been presented in a comparative manner.

Changes to the Actuarial Reserve Calculation Method

Also in 1984, the Commission made corrections to the method of calculating the provision for benefit claims receivable or in the process of settlement. The actuarial certificate shows that these changes bring about a +1 651 000 $ increase in the unfunded liability.

The Management Committee wishes to specify that this sum was accounted for directly in the unfunded liability, without being recorded in the year's statement of income and expenditure.

The Auditor General of Québec maintains that this sum should have been shown as an exceptional item in the statement of income and expenditure. However, as the Commission's consulting actuary, Jean-L. Gauvin of Groupe Sobeco, reminded the members of the Board of Directors, this position is far from receiving unanimous agreement. It must also be noted that the draft recommendations on which the Auditor General founds his argument have not yet been ratified by the Canadian Institute of Chartered Accountants or the Canadian Institute of Actuaries; these documents are subject to change before receiving official approval. It is therefore difficult to use them as an argument to justify a particular stand without also making the necessary distinctions between private and public plans, and full and mixed capitalization methods.

The Management Committee stresses that this manner of proceeding complies with the requirements of the Inspector General of Financial Institutions in Québec to the effect that such a change be entered directly in the statement of surplus. The Commission is subject to an audit by the Inspector General under the Workmen's Compensation Act.

Undisclosed Actuarial Liability and Section 38.4 of the Workmen's Compensation Act

As in 1983, the Commission did not deem it justified, according to the legislation in force, to record future costs pertaining to the programs regarding temporary compensation for rehabilitation while seeking work, for training or for psychosocial treatment, and regarding economic stabilization and social stabilization in the financial statements.

The Commission does not recognize the permanence of these programs. Set up under the provisions of sections 56 ff. of the Workmen's Compensation Act, these programs have no influence on the permanent partial disability rate determined under section 38.4. This is why the Commission records expenditures linked only to the application of these programs in its books, without acknowledging their future costs. The latter were evaluated on December 31, 1984 at the request of the Auditor General at 322 630 000 $, i.e. 104 835 000 $ for the temporary rehabilitation benefits program, 76 528 000 $ for the economic stabilization program and 141 267 000 $ for the social stabilization program.

These administrative measures implemented in accordance with court rulings are transitional measures, while awaiting adoption of the announced legislative reform being studied by the National Assembly. Bill 42 respecting industrial accidents and occupational diseases contains provisions affecting these programs and their future costs. Under the circumstances, the Commission maintains again this year that it cannot possibly determine the future costs of these programs in the same way as for permanent programs, until the legislator's intention in the matter is clarified.

Report of the Auditor General of Québec

Based on two solicited legal opinions, the Auditor General concludes that the new financing method "does not comply with the requirements of sections 81 and 95.1 a) and c) of the Workmen's Compensation Act, in that it will have the consequence of overburdening employers in the future with large sums to pay for costs pertaining to accidents that occurred previously."

The Management Committee does not agree with this conclusion which, in fact, is not sustained by these two legal opinions. Indeed, the opinion of the *ministère de la justice* confirms the financing powers of the Commission as follows:

"Subject to factors extrinsic to the resolution itself, the latter seems at face value to have been adopted by the Commission in respect of the parameters that guide it when exercising the discretionary powers conferred on it by the Act."

"As to whether, by adopting this financing method, the Commission is in effect complying with the conditions set out in section 81, this question can only be answered through an accounting and actuarial analysis."

Prior to adoption of the mixed financing method, the Board of Directors examined actuarial analyses from various experts concluding that the financing method being contemplated would not overburden employers in the future. The Commission thus exercised its powers according to the parameters established particularly by section 81 of the Workmen's Compensation Act and, therefore, the Management Committee cannot concur with the Auditor General's opinion on this matter.

The Management Committee

Montréal, April 24, 1985

Financial Statements

Auditor's Report

Financial Statements

I have examined the balance sheet of the *Commission de la santé et de la sécurité du travail* as at December 31, 1984, and the statements of income and expenditure and unfunded liability for the year then ended. My examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as I considered necessary in the circumstances.

Actuarial Liability and Expenditure Unrecorded

As mentioned in the accounting policy on actuarial reserves, note 10 and the actuarial certificate, no liability was recorded for future costs pertaining to programs regarding temporary compensation for rehabilitation while seeking work, for training or for psychosocial treatment, and regarding economic stabilization and social stabilization. This unrecorded actuarial liability relating to accidents that occurred before December 31, 1984, is estimated at 322 630 000 $ at the same date, compared to 256 400 000 $ on December 31, 1983. It is based on current compensation practices and the legislation in force at the date of my report. This amount should be added to the actuarial reserves and the unfunded liability increased by that much, for a total of 1 404 505 000 $ at December 31, 1984, and the 1984 increase in this actuarial liability of 66 230 000 $ should have been accounted for as a compensation program expenditure for the year. In this respect, the balance sheet and the statement of income and expenditure are not presented according to appropriate accounting policies.

Inadequate Presentation of the Financial Statements

The Commission deducted from the excess of expenditure over income for the year and transferred to the statement of unfunded liability, a sum of 140 745 000 $ representing the portion of expenditure not financed in view of the financing method introduced on January 1, 1984. This procedure has the same effect as if this sum had been recorded directly in the unfunded liability, thus producing an operations result different from that actually incurred during the year.

Furthermore, the Commission recorded directly in the unfunded liability an amount of 41 651 000 $ resulting from changes to the method used to evaluate the actuarial liability. This sum should have been shown as an exceptional item in the statement of income and expenditure and thus to increase the excess of expenditure over income for the year by the same amount.

An adequate presentation of the amount of 41 651 000 $ added to the recording of the 66 230 000 $ expenditure mentioned above would have increased the excess of expenditure over income for the year shown as 173 532 000 $ by 107 881 000 $, bringing it to 281 413 000 $, i.e. the actual deficit of the Commission's operations for 1984.

Opinion

In my opinion, taking into account the foregoing comments on inadequate presentation of the actual result of operations in the financial statements and the unrecording of expenditure and liability resulting from the inappropriateness of the accounting policy on actuarial reserves, these financial statements present the financial position of the Commission as at December 31, 1984 and the results of its operations for the year then ended in accordance with the accounting policies outlined in note 2 which, except for the policy on creation of the reserve for fluctuations in the actual return rate described in notes 2 and 10, were applied on a basis consistent with that of the preceding year.

Compliance of the Financing Method

As indicated in note 1, a new financing method adopted in a resolution of the Commission came into force on January 1, 1984. According to the legal opinions I received, this new financing method does not comply with the requirements of sections 81 and 95.1 a) and c) of the Workmen's Compensation Act in that it would overburden employers in the future with large sums to be paid for accidents that occurred previously.

The Commission's decision resulted in a 140 745 000 $ increase in the 1984 deficit and will also cause a considerable rise, more specifically until 1993, in the unfunded liability which amounted to 1 404 505 000 $ on December 31, 1984. The latter amount includes the unrecorded liability of 322 630 000 $.

Le Vérificateur général du Québec,
Rhéal Chatelain, F.C.A.

Québec City, April 17, 1985

Actuarial Certificate

relating to accident fund and special disaster fund commitments of the *Commission de la santé et de la sécurité du travail* as at December 31, 1984.

I, the undersigned, state that the amounts of the present estimated value of future payments to occupational injury victims and pregnant or breast-feeding workers, namely 3 004 849 000 $, of the reserve for fluctuations in the actual return rate, namely 26 726 000 $, and of the reserve of the special disaster fund, namely 5 123 000 $, must be considered actuarially sufficient to meet the obligations ensuing from section 81 of the Workmen's Compensation Act, subject to the following comment:

Further to a decision of the Commission, no liability for future costs pertaining to programs regarding temporary compensation for rehabilitation while seeking work, for training or for psychosocial treatment, and regarding economic stabilization and social stabilization, was entered in the present estimated value of future payments to victims of occupational injuries that occurred before December 31, 1984.

Corrections were made, in 1984, to the method of calculating the provision for claims receivable or in the process of settlement in order to evaluate the amount of the provision more precisely. The impact of the changes was evaluated on January 1, 1984 so that the increase in the actuarial reserves entered in the statement of income and expenditure would reflect the experience of 1984 more closely.

The provision was increased by 41 651 000 $ on January 1, 1984, i.e. 1,44% of the present estimated value of future payments corrected as at January 1, 1984. This amount breaks down as follows:

- — Corrections to invalid probabilities decrease the provision by 17 603 000 $;
- — The provision for aggravations of permanent disability rates was increased by 24 393 000 $;
- — The provision for benefit claims in the course of settlement was increased by 34 861 000 $ to include certain cases that had not been evaluated when the actuarial reserves were evaluated in 1983.

The amount of 41 651 000 $ is added to the unfunded and unrecoverable liability as at January 1, 1984, in accordance with the financing method in force at the Commission.

In addition to the present estimated value of future payments to occupational injury victims and pregnant or breast-feeding workers, of the reserve for fluctuations in the actual return rate, and of the reserve of the special disaster fund, the amount of actuarial reserves that appears on the balance sheet includes the reserve of the capital payment program (section 28.1) in the amount of 91 212 000 $.

The amount of the actuarial reserves as at December 31, 1984 therefore stands at 3 127 910 000 $.

The increase in the actuarial reserves at December 31, 1984 over the corrected actuarial reserves as at January 1, 1984, i.e. 194 138 000 $, was debited to the 1984 statement of income and expenditure.

In my opinion, the amount of the actuarial reserves was determined using trustworthy data, adequate and appropriate hypotheses and methods that comply with generally accepted actuarial principles.

Robert Langlois, F.S.A., F.I.C.A.
Actuary
Commission de la santé et de la sécurité du travail

March 27, 1985

The amount of liability relating to the commitments of the accident fund and the special disaster fund of the *Commission de la santé et de la sécurité du travail* as at December 31, 1984 was determined by the Commission's actuary. We carried out an audit on the methodology, calculation methods and hypotheses retained by the latter. We also verified the calculations and data used, on a random sample basis.

We are satisfied that the amount appearing on the balance sheet and the statement of operations represents the value of the commitments incurred by the compensation plan for occupational injury victims and pregnant or breast-feeding workers, for events preceding December 31, 1984, determined in compliance with the financing method approved by the Commission.

Jean-L. Gauvin, F.S.A., F.I.C.A.
Actuary
Groupe Sobeco Inc.

March 27, 1985

Commission de la santé
et de la sécurité du travail
(R.S.Q., c. S-2.1)

Balance Sheet

as at December 31, 1984
(in thousands of $)

	1984	1983
		(note 17)
Assets		
Cash and short-term deposits	**14 328**	58 397
Assessments receivable and other receivables (note 5)	**99 000**	110 348
Funds entrusted to the *Caisse de dépôt et placement du Québec* (note 6)	**1 941 468**	1 865 153
Selling price balances (note 7)	**18 972**	19 248
Fixed assets (note 8)	**36 166**	23 251
Systems development costs (note 9)	**14 738**	15 146
	2 124 672	2 091 543
Liabilities		
Outstanding cheques	**22 650**	16 624
Accounts payable and accrued expenses	**13 488**	10 127
Assessments collected in advance	**6 393**	13 679
Balance due on equipment acquisitions	**13 905**	5 066
Deposits by employers personally responsible for paying benefits	**22 201**	20 618
Actuarial reserves (note 10)	**3 127 910**	2 892 121
	3 206 547	2 958 235
Unfunded Liability	**1 081 875**	866 692
	2 124 672	2 091 543

For the Board of Directors

Robert Sauvé
Paul É. Boucher

Unfunded Liability

for the year ended December 31, 1984
(in thousands of $)

Commission de la santé
et de la sécurité du travail
(R.S.Q., c. S-2.1)

Unrecoverable Portion	
Balance at beginning	**866 692**
Adjustment at January 1, 1984:	
Changes made to the calculation method for actuarial reserves	**41 651**
Portion of the excess of expenditure over the year's income relating to expenditures not financed in view of the financing method	**140 745**
Balance at end	**1 049 088**
Recoverable Portion (note 16)	
Excess of financed expenditure over the year's income and the year-end balance	**32 787**
Unfunded Liability at End	**1 081 875**

Commission de la santé
et de la sécurité du travail
(R.S.Q., c. S-2.1)

Income and Expenditure

for the year ended December 31, 1984
(in thousands of $)

Income	
Employer assessments (note 1)	697 823
Investment income and interest on assessments	211 971
Other income	9 792
Total Income	919 586
Expenditure	
Compensation programs (note 4)	
Benefits paid	705 585
Increase in actuarial reserves	191 162
	896 747
Protective re-assignment of pregnant or breast-feeding workers program	
Benefits paid	16 469
Increase in actuarial reserves	2 976
	19 445
Prevention programs (note 11)	58 806
Administration expenses (note 12)	102 358
Bad debts	10 839
Contributions to the civil service pension fund for past years (note 13)	4 923
	176 926
Total Expenditure	1 093 118
Excess of Expenditure over Income for the Year	173 532
Less:	
Portion of the excess of expenditure over the year's income relating to unfinanced expenditure, entered as unrecoverable portion of the unfunded liability in view of the financing method	
Compensation programs (note 4)	
Benefits paid	18 778
Increase in actuarial reserves	40 385
Interest of the unfunded liability	81 582
Total Unfinanced Expenditure	140 745
Excess of Financed Expenditure over Income for the Year	32 787

Notes to the Financial Statements

December 31, 1984

Commission de la santé
et de la sécurité du travail
(L.R.Q., c. S-2.1)

1. Incorporation, Functions and Financing

The *Commission de la santé et de la sécurité du travail* was incorporated under the Civil Code on March 13, 1980. Its mandate, within the framework of its administration of the Act respecting occupational health and safety, is to develop, propose and implement policies relating to the health and safety of workers so as to ensure a better work environment. It collects the sums required to enforce this Act from employers, except for costs relating to inspection which are reimbursed to it by the Québec government.

In addition, within the framework of its administration of the Workmen's Compensation Act and the Act respecting indemnities for victims of asbestosis and silicosis in mines and quarries, it operates an accident fund financed by employer assessments which must be sufficient to cover benefits and current administration expenses as well as to maintain a reserve fund estimated to be sufficient, according to its financing method, to cover future benefits payable for accident claims.

The Commission's financing method provides that:

— The assessment will include a proportion of the anticipated cost of occupational injuries that occur during the year contemplated for the assessment, the total sums allocated to prevention and protective re-assignment and the total expenditures budgeted by the Commission for administration. The proportion of the anticipated cost of injuries will be 90 % from 1984 through 1988 and will increase 2 % per year until it reaches 100 %, where it will remain thereafter;

— The assessment rate cannot be increased to amortize the unfunded liability relating to occupational injuries that occurred prior to January 1, 1984 or the liability that will result from application of the previous paragraph.

Moreover, within the framework of its administration of the Crime Victims Compensation Act and the Act to promote good citizenship, the Commission pays benefits or other indemnities to claimants. The sums required for the application and administration of these Acts are reimbursed by the Québec government.

2. Summary of Main Accounting Policies

The financial statements of the Commission were prepared according to the accrual basis of accounting using the accounting principles outlined below:

a. Employer Assessments

Assessment income is determined according to wage estimates produced by employers to whom the rate schedule set by the Commission applies. This income is adjusted at year-end to take into account the anticipated difference between the estimated wages and those actually subject to the assessment.

b. Funds Entrusted to the *Caisse de dépôt et placement du Québec*

Participation deposits in the individual fund are entered at their adjusted value, that is to say, plus or minus adjustments representing the contra of the annual block of:

1) 10-year amortization of the capital gain or loss realized on the sale of securities;
2) 10-year amortization of the difference between the realization value of stock investments and their book value.

The annual amortization is posted under income of the fiscal year.

c. Fixed Assets

Fixed assets are presented at their original cost and are depreciated in relation to their estimated useful life according to the straight line method of depreciation at the following annual rates:

Buildings	2½ %
Furniture and equipment	10 %
Rolling stock	25 %
Data processing equipment	20 %
Telecommunications system	20 %

Tenant's improvements are depreciated over the term of the lease.

d. Systems Development Costs

The costs of developing data processing systems are amortized according to the straight line method over a 5-year period as of their start-up date.

e. Actuarial Reserves

Present estimated value of future payments to occupational injury victims and pregnant or breast-feeding workers

The present estimated value of future payments to occupational injury victims and pregnant or breast-feeding workers includes, on the one hand, a provision for claims receivable or in the process of settlement and, on the other, the capitalized value of pensions in the case of occupational injury victims. This reserve is established by the Commission's actuaries and audited by a consulting actuary. It does not include, however, any liability for future costs pertaining to the programs regarding temporary compensation for rehabilitation while seeking work, for training or psychosocial treatment, and regarding economic stabilization and social stabilization.

Reserves for Fluctuations in the Actual Return Rate

The reserve for fluctuations in the actual return rate corresponds to the cumulated difference, since January 1, 1984, between the investment income and interest on assessments shown in the statement of income and expenditure of the Commission and the anticipated investment income, minus interest on the unfunded liability resulting from the application of the financing method. The anticipated investment income is determined according to the assumption of return net of inflation, established by the Commission's actuaries. In addition to the variances that inevitably occur between formulated assumptions and reality, the above-mentioned difference results from variances between methods of acknowledging investment income at the actuarial and accounting levels.

Reserve of the Capital Payment Program

Since 1981, the Commission has offered beneficiaries receiving monthly pensions of less than a certain amount the possibility of receiving a payment for the capital sum of their pension.

The difference between the capital thus reimbursed and the present estimated value of future payments is transferred to this reserve.

This special reserve serves to defray administration costs relating to this operation and to finance the rehabilitation programs that the Commission offers to beneficiaries who cannot benefit from a capital payment, but can be rehabilitated.

Reserve of the Special Disaster Fund

The reserve of the special disaster fund is made up of a percentage of the cost of occupational injuries that have occurred and is decreased by the costs of occupational injuries deemed by the Commission to be excessive in relation to some employers.

f. Claims Against Third Parties

Claims against third parties responsible for occupational accidents are entered, at the time of their receipt, to reduce the indemnities paid.

3. Changes to Accounting Policies

Since on January 1, 1984, the Commission has a reserve for fluctuations in the actual return rate according to the terms and conditions mentioned in note 2. The establishment of this new reserve increased the year's compensation program expenditures by 26 726 000 $.

4. Compensation Programs

(in thousands of $)

	1984
Cost of occupational injuries that occurred during the year	
Benefits paid	187 782
Increase in actuarial reserves	403 851
	591 633
Cost of occupational injuries that occurred in previous years*	
Benefits paid	517 803
Decrease in actuarial reserves	(212 689)
	305 114
	896 747

* Compensation programs for occupational injuries that occurred in previous years are financed by the employers to the extent that they result from variances between previously formulated assumptions, except as regards the assumptions on actual return, and the actual results.

Compensation program costs break down as follows:

	1984
	(in thousands of $)
Benefits paid	
Medical assistance	101 112
Temporary disability	329 994
Permanent disability	247 259
Death	27 220
	705 585
Increase in actuarial reserves	191 162
	896 747

The unfinanced portion of these program costs is:

	1984
	(in thousands of $)
Benefits paid	
Medical assistance	3 645
Temporary disability	15 001
Permanent disability	89
Death	43
	18 778
Increase in actuarial reserves	40 385
Interest on the unfunded liability	81 582
	140 745

This unfinanced portion of the compensation programs includes:

— Benefits paid during 1984 for occupational injuries that occurred during the year, multiplied by the percentage of non-financing in force during the year;

— Increase in the actuarial reserves for injuries that occurred during 1984, multiplied by the percentage of non-financing in force during the year;

— Interest on the unfunded liability resulting from the application of the financing method.

5. Assessments Receivable and other Receivables

(in thousands of $)

	1984	1983
Assessments receivable	75 330	72 100
Estimate of income accrued from assessments	29 226	38 085
Sums receivable from the *Gouvernement du Québec* for inspection and prevention programs	9 096	5 863
Other receivables	13 448	15 500
	127 100	131 548
Less : Provision for bad debts	28 100	21 200
	99 000	110 348

6. Funds Entrusted to the *Caisse de dépôt et placement du Québec*

(in thousands of $)

	1984	1983
Deposits in Individual Fund		
Participation deposits at adjusted value	1 887 039	1 747 468
(Realization value in thousands of $: 1984: 1 901 979 $; 1983: 1 783 803 $. Number of units: 1984: 1 866 634; 1983: 1 728 905)		
Deposits in General Fund		
Demand deposits	7	2 184
Portfolio under Management		
Bonds — at Amortized Cost	—	74 007
Income Receivable	54 422	41 494
	1 941 468	1 865 153

7. Selling Price Balances

(in thousands of $)

	1984	1983
Secured by first mortgages at 7½ %; reimbursable by annuities of 403 085 $ maturing on December 31, 1998	3 527	3 527
Secured by assignment of subsidy to be paid by the *Gouvernement du Québec*; reimbursable by annuities of 1 454 705 $ maturing on December 31, 2006; rate 7½ %	15 445	15 721
	18 972	19 248

8. Fixed Assets

(in thousands of $)

	Cost	Accumulated depreciation	1984 Net	1983 Net
Land	719	—	719	719
Buildings	9 531	2 763	6 768	6 685
Furniture and equipment	12 716	4 612	8 104	9 042
Rolling stock	313	286	27	91
Tenant's improvements	1 828	985	843	515
Data processing equipment	22 736	3 528	19 208	5 814
Telecommunications system	753	256	497	385
	48 596	12 430	36 166	23 251

9. Systems Development Costs

(in thousands of $)

	Cost	Accumulated depreciation	1984 Net	1983 Net
Development of data processing systems	26 817	12 079	14 738	15 146

10. Actuarial Reserves

(in thousands of $)

	1984	1983
Present estimated value of future payments to occupational injury victims and pregnant or breast-feeding workers*	3 004 849	2 853 667
Reserve for fluctuations in the actual return rate	26 726	—
Reserve of the capital payment program	91 212	33 178
Reserve of the special disaster fund	5 123	5 276
	3 127 910	2 892 121

* However this reserve does not include any liability for future costs pertaining to the programs regarding temporary compensation for rehabilitation while seeking work, for training or for psychosocial treatment, and regarding economic stabilization and social stabilization.

In the hypothesis that these programs are maintained, the estimates of future costs could vary considerably following the legislative measures likely soon to be adopted.

The Commission considers it justifiable and cautious not to enter actuarial liability for these programs in its books because it has no way of knowing what transitional measures will be adopted by the legislator.

Percentage of Capitalization

The percentage of capitalization of the actuarial reserves and other liabilities entered in the books as at December 31, 1984 is 66,26 %, compared to 70,70 % as at December 31, 1983. These percentages were determined in accordance with the proportion of assets to liabilities.

Consistency of the Actuarial Reserves
(in thousands of $)

	1984
Balance at beginning	2 892 121
Increase for expenditures	
Present estimated value of future payments to occupational injury victims and pregnant or breast-feeding workers	109 531
Reserve for fluctuations in the actual return rate	26 726
Reserve of the capital payment program	58 034
Reserve of the special disaster fund	(153)
	194 138
Increase for the unfunded liability	41 651
	235 789
Balance at end	3 127 910

11. Prevention Programs

(in thousands of $)

	1984	1983
Payments to occupational health services and others	35 622	20 536
Subsidy to the *Institut de recherche en santé et en sécurité du travail du Québec*	12 288	7 948
Subsidies for training and information	10 896	9 674
	58 806	38 158

12. Administration Expenses

(in thousands of $)

	1984	1983 (note 17)
Salaries and fringe benefits	84 120	80 294
Training and upgrading	229	293
Travel expenses	4 342	3 717
Postage, couriers and telecommunications	4 947	5 111
Communications and information	1 394	1 365
Professional services — Data processing	5 294	3 486
Professional services — Administration	4 674	5 333
Maintenance and repairs — Data processing equipment	2 337	1 154
Maintenance and repairs — Fixed assets and other	775	746
Material and supplies	3 445	3 246
Space rental	6 991	6 778
Equipment rental — Data processing	5 823	6 258
Equipment rental — Other	472	511
Insurance, taxes, power supply	1 740	1 638
Other expenses and services	606	571
Depreciation — Fixed assets	4 085	2 340
Amortization — Systems development	5 363	4 372
	136 637	127 213
Less: Costs carried over — Systems development	4 955	10 146
	131 682	117 067
Costs transferred:		
Gouvernement du Québec — for inspection	22 303	22 886
— for administration of the Crime Victims Compensation Act and the Act to promote good citizenship	1 902	1 569
Government of Canada and its agencies — for administration of the Government Employees Compensation Act	747	529
Employers personally required to pay benefits	3 422	2 682
Reserve of the capital payment program	506	529
Other costs transferred	444	470
	29 324	28 665
	102 358	88 402

13. Pension Plan

An actuarial valuation of the liability resulting from services prior to December 31, 1975 was established at 49 787 000 $. The Commission has been reimbursing this amount since December 31, 1978 by means of 23 equal annual instalments of 4 923 000 $, including capital and interest. The balance as at December 31, 1984 of this undisclosed liability amounts to 44 267 600 $.

14. Commitment

The Commission is committed by way of space and equipment leases for a sum of 39 819 814 $ as at December 31, 1984 (1983: 18 261 018 $) for which payments over the coming twelve months total 6 739 447 $. These leases extend over a period of one to ten years with a possibility of renewal upon expiry. In the case of leases for space rental, a clause provides for rent reviews in the event of increases in operating costs or taxes.

15. Other Administrations Entrusted to the Commission

In the course of its administration of the Crime Victims Compensation Act and the Act to promote good citizenship, the Commission pays benefits or other indemnities to claimants. Moreover, the Commission defrays benefits and indemnities for occupational injury victims under the Government Employees Compensation Act and on behalf of employers personally responsible for paying benefits. These benefits and indemnities, and a portion of the administration costs incurred, are reimbursed to it by the *Gouvernement du Québec*, the employers personally responsible to pay for benefits and the Government of Canada and its agencies. These expenditures and their reimbursement are broken down as follows:

	1984	1983
	(in thousands of $)	
Crime Victims Compensation Act and Act to promote good citizenship (R.S.Q.)	**12 493**	10 031
Employers personally responsible to pay benefits	**15 854**	14 125
Government Employees Compensation Act (R.S.C.)	**7 473**	6 469
	35 820	30 625

16. Introduction of a Bill

The National Assembly is still studying Bill 42 entitled an Act respecting industrial accidents and occupational diseases, presented in the fall of 1983.

The purpose of the Bill is to introduce a new compensation plan for occupational injuries to replace the plans provided by the Workmen's Compensation Act and the Act respecting indemnities for victims of asbestosis and silicosis in mines and quarries. It makes the *Commission de la santé et de la sécurité du travail* responsible for administration of this new plan.

The recoverable portion of the unfunded liability corresponding to the excess of financed expenditure over income for 1984 must be transferred to the unrecoverable portion of this liability when the Bill is adopted.

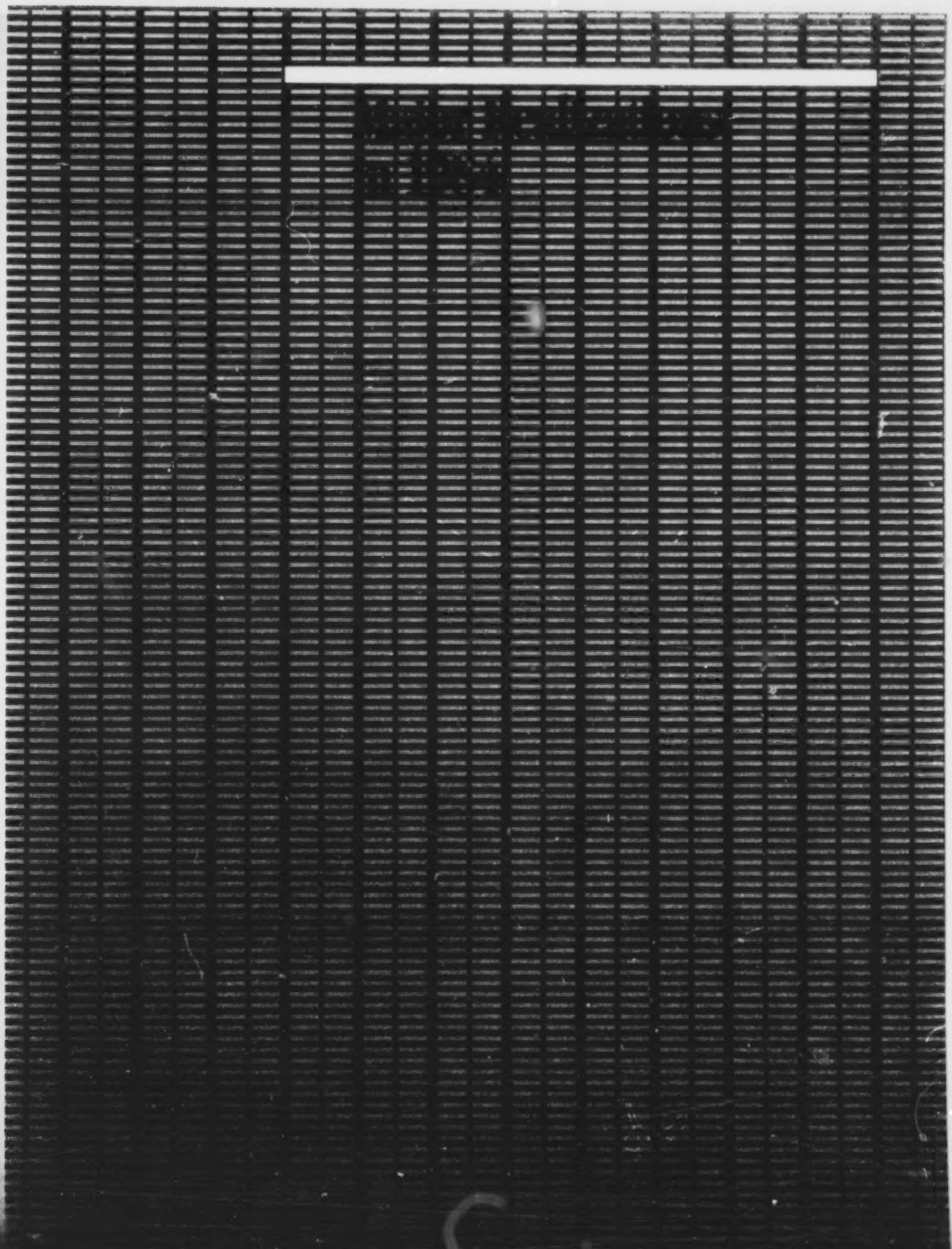
17. Comparative Figures

Owing to the adoption of a new financing method effective January 1, 1984, the financial data for 1984 differ considerably from those of the previous year and the financial statements were prepared using a number of concordance reclassifications. Consequently, they are not presented in fully comparative manner.

So as to facilitate comprehension for the reader, it is necessary to specify that in view of this financing method, the assessments collected in 1984 include namely a proportion of 90 % of the anticipated cost of occupational injuries that occurred during the year, whereas they represented 100 % in 1983.

It is also important to mention that, in 1984, the statement of income and expenditure singles out the portion of the excess of expenditure over the year's income relating to the cost of compensation programs that cannot be financed under the financing method, which was not the case in 1983.

Also, in accordance with the provisions of the financing method, the statement of unfunded liability identifies the unrecoverable portion of this liability and the portion that can be recovered from future employer assessments.



Organization of the Commission

Regionalization and integration of services, which have been a CSST priority for a number of years now, made further advances in 1984 in the form of regionalization of finance services, the creation of a thirteenth regional office and the merging of prevention and inspection activities.

By thus moving closer to workers and employers in their communities and limiting the number of people they have to deal with, the Commission hopes to improve and personalize its services, and shorten waiting periods. Likewise, the development of its computer network, based on new technologies, is enabling it to lighten its administrative procedures and provide its staff and partners with tools suited to the needs of its clientele.

Administrative Structure

For several years now, the Commission has based its administrative structure on the dual principle of integrating all its mandates and regionalizing services. This allows the Commission to integrate and harmonize its activities through its advisory branches and offer more effective service by decentralizing decision-making powers. This is one of the rare structures of this type in the Québec government, since few other government bodies to date have moved decision-making powers to their regional offices by giving them as much independence as the Commission.

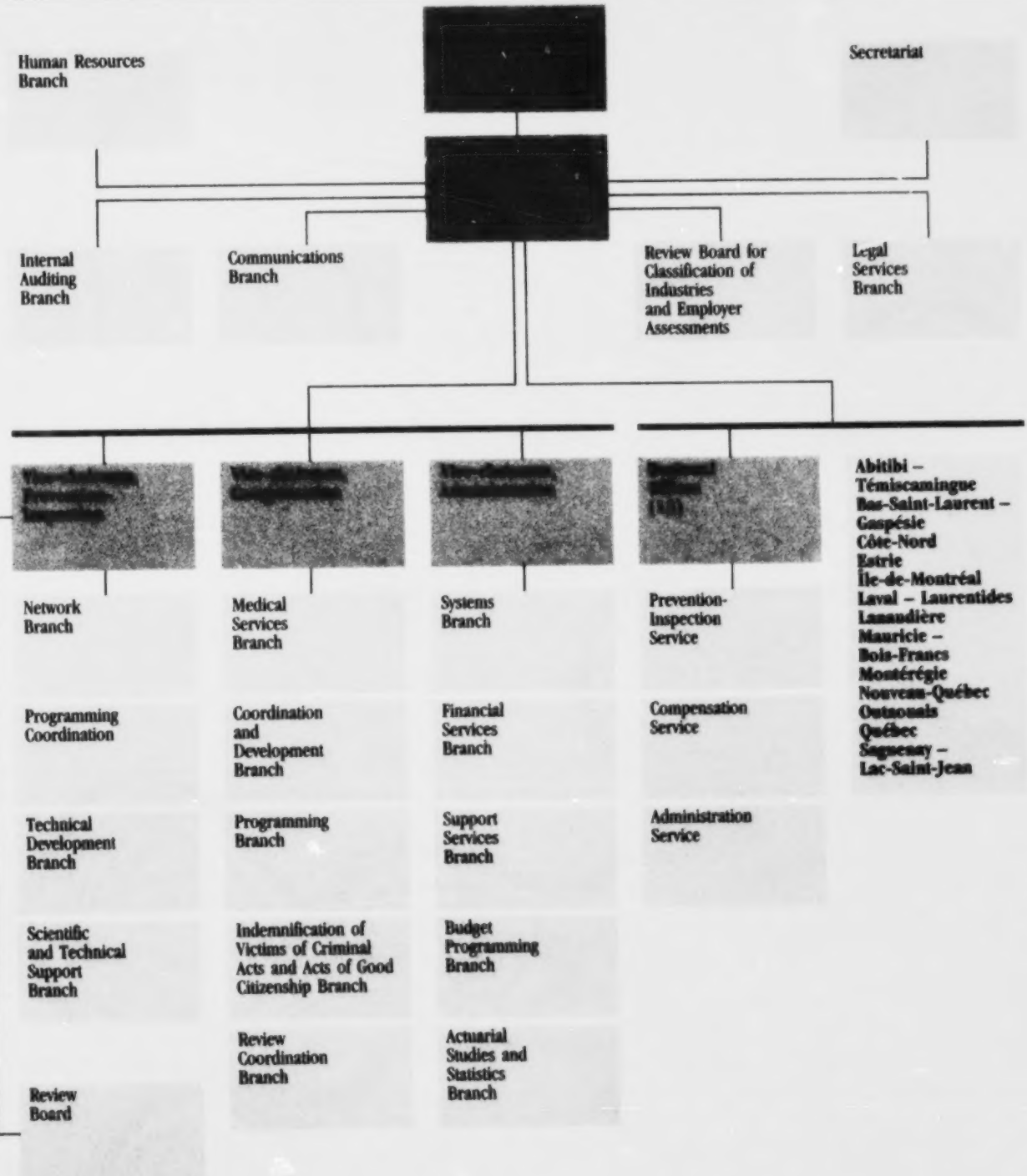
In this context, the mandates of the advisory branches under the jurisdiction of the vice-chairmen primarily concern the development of various programs, and the planning and coordination of activities carried out in regional services. As for the regional offices, they are responsible for applying the Commission's programs and providing services to the different clienteles.

In 1984, the Commission finished merging its regional prevention and inspection services, a job it had undertaken at the end of the previous year, and completed the reorganization of the advisory branches responsible to the vice-chairman, prevention-inspection, in order to facilitate their relations with the regional services. The reason for merging these services is to adapt them to changing legislation and thus foster application of the Act respecting occupational health and safety. By doing so, the Commission is taking into account that the recent coming into force of regulations respecting prevention programs for individual establishments, health and safety committees and safety representatives brings a short-term decrease in traditional interventions and instead reinforces their preventive nature.

Last year was also marked by the creation, in November, of a thirteenth regional office — Lanaudière — located in Joliette. The territory served by the new office, previously part of the Laval-Laurentides regional office, covers about 4 500 establishments employing approximately 40 000 workers. At the end of the year, the Commission also opened a local office in Saint-Jérôme offering full prevention-inspection, compensation and financial services; this is the tenth local office to open under the jurisdiction of regional offices. In an attempt to integrate more into the community it serves, the Longueuil regional office changed its name to "Montérégie", a name chosen several years ago by the area's population in a public competition, and which has already been adopted by a number of government departments and bodies.

Finally, we should point out that the Commission began regionalizing several finance-related services in 1984, including registration, classification, billing and collection. By moving closer to employers, the Commission feels it will be able to meet their needs better and improve its relations with them.

1
The Commission's Operating Structure in 1984



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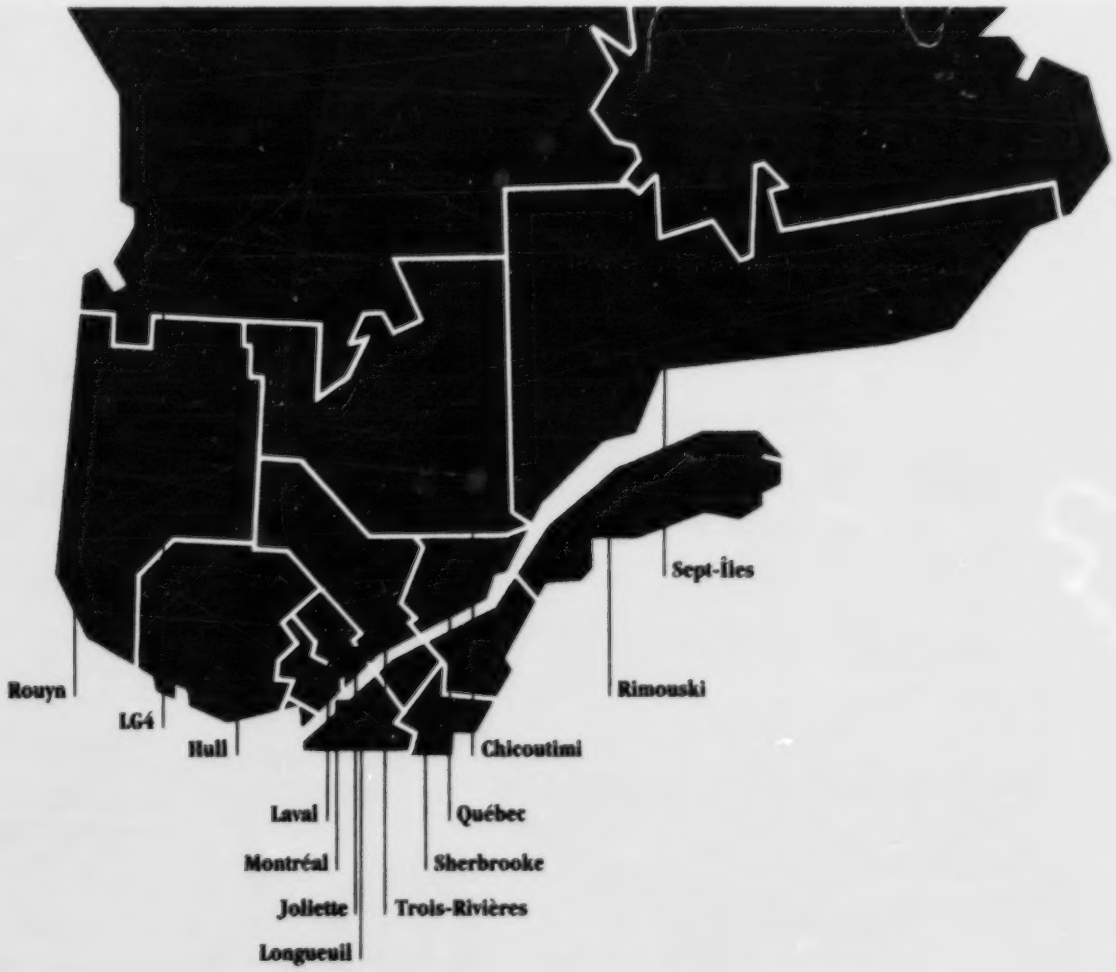
Administrative Regions and Regional Offices of the CSST



Thirteen regional offices ensure the application of the Commission's programs and provide services to its various clients. A list of these offices can be found on page 88.

Human Resources

The staff of the *Commission de la santé et de la sécurité du travail* is appointed and remunerated in accordance with the Civil Service Act. On December 31, 1984, the number of positions authorized by the *Conseil du trésor* (treasury board) was 2 725 or 34 more than on the same date the previous year. Over half of these positions are located in regional offices, whose staffs continue to grow, reflecting the Commission's efforts to regionalize and decentralize services.

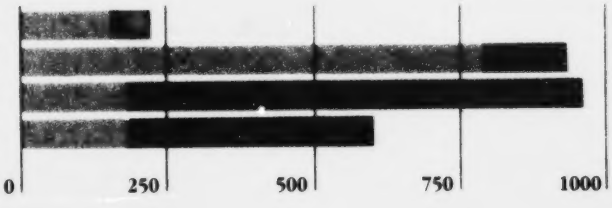
At the end of the year, 2 545 positions were held: 59,8 % by civil servants, 30 % by professionals and 8,6 % by supervisory staff.

During this period, the management staff and employees attended numerous training sessions designed to help them update their knowledge, develop their professional skills and familiarize themselves with management techniques. Thus, 2 026 people took part in made-to-measure sessions or individual courses, for a total of 3 970 person-days.

In operation in all regional offices and the administrative centres of Québec City and Montréal, thirteen joint health and safety committees pursued various activities linked to the health and safety of the Commission's workers during the year. At the end of 1984, five of these committees had completed their register of work stations and three had completed the register of jobs; similarly, three were in the course of choosing a physician with the help of a HC-CHD, while three others had already approved their health program. Seven of the committees continued or finished developing a prevention program during this period, and all had appointed safety representatives.

3
Regular Positions Authorized for the Entire Commission (1984)

	Administration Centres	Regional Offices
General management	159	63
Administration	794	143
Compensation	180	780
Prevention-Inspection	180	426
Total	**1 313**	**1 412**



Source: CSST, Direction des ressources humaines

1. The salaries for 362 of these positions are reimbursed to the Commission by the government, which assumes all expenditures relating to work inspection. Forty-four of these positions are in administration centres and 318 in regional offices.

Data Processing Systems

Several years ago, the Commission adopted the principle of mechanizing its operations: all its administrative units use computerized tools, and the development and introduction of data processing systems is continuing in accordance with the master plan approved earlier. The main objectives of this plan, it may be recalled, are to develop new systems to support prevention-inspection activities relating to the application of the Act respecting occupational health and safety, and to reform the compensation and financing systems, in order to improve services to the clientele. These systems have been designed to incorporate new techniques, which should guarantee them of a service life of at least ten years.

In this framework, in 1984 the Commission developed several components of the compensation system, for temporary benefit payments, electronic transfer of employer statements of events, codification of injuries and recording of physiotherapy and ergotherapy data. To obtain an overview of prevention-inspection activities, the Commission used this period to begin integrating these activities into a new information system that takes into account the concepts of employers and establishments. Lastly, with regard to financing, the system was adapted to support regionalized services.

With a good start to putting all the operational systems on line, the Commission began to develop methods of exploiting the information potential of its data banks, through its information centre and other dissemination tools.

At the end of the year, the Commission's telecommunications network had 1 500 conversational visual display terminals distributed among the Québec City head office, the Montréal administrative centre, thirteen regional offices and ten local offices, forty-three employers, thirty-two hospital centres with a community health department and four joint sector-based associations. This network is linked to two central computers able to handle about 425 000 on-line transactions daily.

Internal auditing

In compliance with the Commission's auditing plan, which stipulates that its operations and management activities must be audited in a four-year cycle, the Internal Auditing branch carried out twenty-three mandates in 1984 plus, at the request of administrative units, three special mandates. During this period, the Commission emphasized the upgrading of its auditors in the analysis of efficiency and effectiveness, and updated the "Manuel du vérificateur interne" (internal auditor's manual).

The Internal Auditing branch is in charge of evaluating the various administrative units of the Commission from a financial, administrative and operational standpoint. Its audit reports, together with the comments of administrators, are submitted to the Management Committee and its recommendations are followed up. Through these reports, CSST management can assess the directions and operation of programs, and individual administrators can change and improve certain aspects of their performance.

In 1984, the Internal Auditing branch continued to take part in the treasury board advisory committee on internal audits. It was also responsible for the Québec government's ad hoc committee on internal auditing standards, and was a member of the new internal audit directors' body of the Québec government.

Prevention-Inspection

When developing its prevention-inspection activities in 1984, the Commission gave consideration to the new circumstances created by responsibility for prevention being progressively accepted by workers and employers. During the year, the creation of the first health and safety committees and the application of prevention programs in establishments were coupled with an increase in the number of joint sector-based associations and their more active role, and the coming into force of the Regulation respecting the safety representative in an establishment, which brought about a marked change of the context in which the Commission exercises its mandates.

In its concern to respect the autonomy of the partners within the participation mechanisms in place, the Commission oriented its action so as to give them the necessary support while assuming its own direct responsibilities. By coordinating the development of its programs and services with those of hospital centres that have a community health department and those of joint sector-based associations, it was able to avoid duplication of action in establishments and thus increase their efficiency.

Implementation of the Reform in Workplaces

Studies on Priority Sectors of Economic Activity

Since the start of its mandate, the prime role of the Commission as regards prevention has been to establish priorities for occupational health and safety. To do this, its Board of Directors decided to focus activities on a sector basis, in relation to the seriousness and frequency of occupational injuries and health hazards already identified.[1] Two groups of five sectors of economic activity were thus successively declared to be priorities in 1980 and 1981, then designated by regulation in following years, for the purpose of applying legislative measures relating to prevention programs, occupational health services, health and safety committees and safety representatives. At the end of 1984, these two groups accounted for close to 300 000 workers distributed among some 25 300 establishments.

Since 1981, these first two priority sectors of activity have received special attention from the Commission, specifically as concerns identification and analysis of occupational health and safety needs. In 1984, the Commission also gave special treatment to the next five priority sectors of activity (Group III) in order to be able to provide basic information to those working to set up programs and services in those sectors.

For each sector, it produced a monograph describing the principal characteristics in terms of evolution, manpower, work processes, risks and prevention methods. These monographs, involving the public administration, food and beverage, furniture, paper and related activities, and transport and storage sectors, will be available in 1985. Ten similar documents have already been produced on the sectors in the first two priority groups. An evaluation conducted in the course of the year revealed these publications are appreciated as basic information tools and reference documents, but would be more useful if they put more emphasis on describing specific industrial processes and risks in each sector along with recommended preventive measures.

Some of the Commission's regional offices produced various statistical studies for their regions. These include monographs on deep-sea fishing and seafood processing prepared at the request of the Bas-Saint-Laurent – Gaspésie regional office, accident studies in the pulp and paper and social affairs sectors conducted by the Outaouais regional office, and a statistical study by the Estrie regional office on accidents in that region from 1980 to 1983 by sector of economic activity.

At the same time, activities pertaining to the review or drafting of various regulations went on in 1984. The Commission continued to coordinate the work of the joint committee mandated, since 1981, to carry out a technical consultation for the review, updating and application of the Safety Code for the construction industry; likewise, an in-house committee continued its review of the Regulation respecting the salubrity and safety of workmen in mines and quarries, to take into account the evolution of prevention standards in that sector. During this period, the Commission also analyzed all of the occupational health and safety regulations in view of proposing, in 1985, a regulatory reform that would simplify and unify the many regulations it administers. Consultations will be conducted before this draft regulation is submitted to the CSST Board of Directors.

1. Page 86 of this report provides a number of annual statistics on the thirty-two sectors of economic activity, classified into six groups according to the order of priority defined by the Commission.

Introduction and operation of prevention mechanisms in establishments and on job-sites

Some provisions of the Act apply only to establishments belonging to a category designated by regulation: this is true of the provisions pertaining to prevention programs of establishments and health and safety committees.

In this connection, employers in Groups I and II, determined by the Commission to be priorities, had to meet deadlines of July 3, 1983 and May 4, 1984 respectively for the preparation of a prevention program with the participation of workers in their employ, thereafter requiring annual updating. All establishments employing more than twenty workers had to submit this program to the Commission for evaluation and approval.

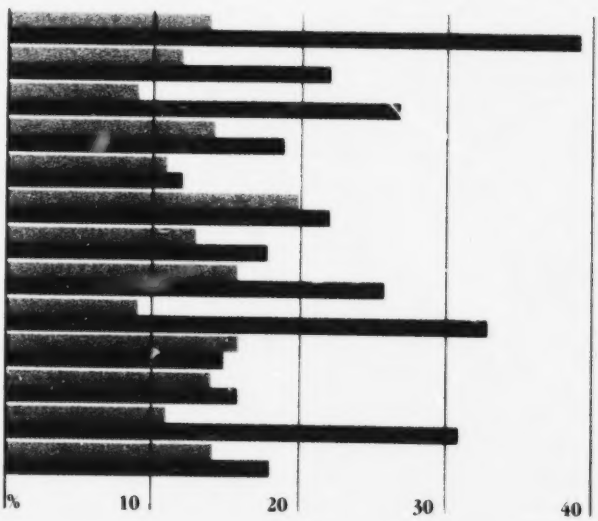
At the end of 1984, the Commission had received 90 % of the prevention programs expected from Group I establishments, for a total of 1 404 programs; during the year, it received updates of 246 programs prepared the previous year. The proportion of prevention programs prepared in these sectors shows a net rise over the 1983 figure of 72 %. With regard to Group II, at the same date the Commission had received 81 %, or 483, of the programs expected. A total of 117 establishments with twenty workers or less in the two priority groups had also submitted their prevention program to the regional offices for analysis.

4

Proportion of Establisments and Workers in Groups I and II, by Region (1984)

Regional Office	Establishments %	Workers %
Abitibi–Témiscamingue	14	39
Bas-Saint-Laurent–Gaspésie	12	22
Côte-Nord	9	27
Estrie	14	19
Ile-de-Montréal	11	12
Laval–Laurentides	20	22
Mauricie–Bois-Francs	13	18
Montérégie	16	26
Nouveau-Québec	9	33
Outaouais	16	15
Québec	14	16
Saguenay–Lac-Saint-Jean	11	31
Whole of Québec	**14**	**18**

Source: CSST, Common element — establishments file (84-12-31)



It is important to note that establishments in the third group of priority sectors are now covered by the Regulation respecting prevention programs: their deadline for preparing programs is March 23, 1986.

Construction sites are subject to special provisions in the Act. Specifically, when job-site activities occupy at least ten workers simultaneously at a particular stage of the work, the principal contractor is required to prepare a prevention program jointly with the employers. If these activities occupy at least twenty-five workers simultaneously, or if the total floor space of the building to be erected is 10 000 square metres or more, or if the site presents a high accident risk, the prevention program must be transmitted to the Commission before work begins. Out of 1 503 construction sites that declared their activities via a notice of opening ten days before work started, or who were identified by the Commission following a complaint or an accident, for example, 459 (31 %) transmitted a prevention program in the course of the year. The Acts' provisions concerning major construction sites were applied to two sites in 1984 where it was foreseen that at least five hundred workers would be employed simultaneously at a particular stage of the work: the La Tuque-Chambord section of the gas pipeline, and the Becancour aluminium works. In compliance with the provisions, the Commission determined specific provisions to be applied to these two sites throughout their operation, after meeting with the principal contractor and each association representing workers, and obtaining all the required information.

5

Group I and II Establishments with Over Twenty Workers that Have Introduced Prevention Mechanisms (1984)

Sector of Activity	Initial Prevention Program	Updated Prevention Program	Health Program	Health and Safety Committee
Group I				
Buildings and public works	466	24	23	17
Chemical Industry	140	36	41	22
Forestry and sawmills	344	93	141	161
Mines, quarries and oil wells	96	39	28	49
Manufacturing of metal products	358	54	210	104
Total for Group	**1 404**	**246**	**443**	**353**
Group II				
Wood industry (except sawmills)	145	—	46	42
Rubber and plastic products industry	118	—	15	40
Manufacturing of transportation equipment	62	—	-	26
Primary metals processing	68	—	10	32
Manufacturing of nonmetal mineral products	90	—	28	35
Total for Group	**483**	**—**	**106**	**175**

Source: CSST, Direction du réseau, Basic prevention data file (84-12-31)

1. Although all establishments in priority sectors are required to develop a prevention program, only those with over twenty workers have to submit their program to the Commission.

2. Prevention programs must be updated annually. The deadline for the first update is July 3, 1984 for Group I, and May 4, 1985 for Group II.

3. A health program is a component of each prevention program. It is developed by the physician in charge of the establishment's health services, in accordance with the terms of contracts between the Commission and the HC-CHDs.

4. Health and safety committees formed in accordance with the Act, for which a notice was sent to the Commission

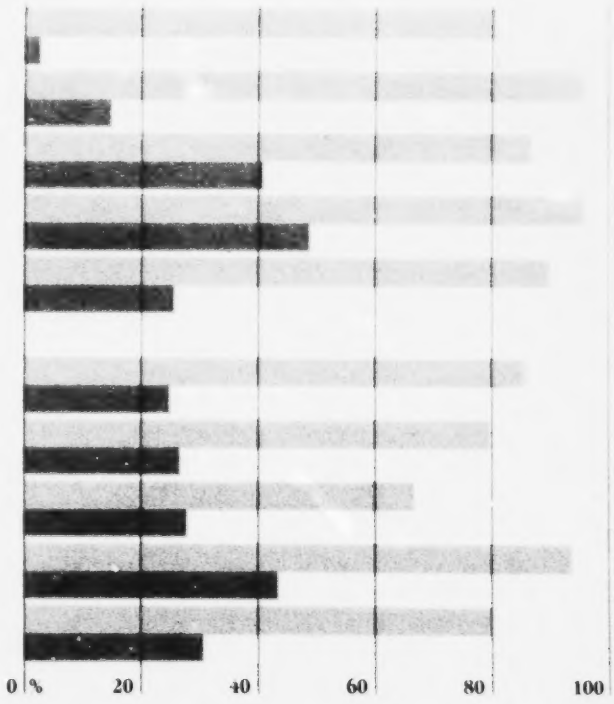
With the Regulation respecting health and safety committees in force since October 22, 1983 for establishments in Groups I and II, we saw the creation of the first health and safety committees, within the meaning of the Act, in the year just ended. In all, the Commission received, during that period, 528 notices of committees being created in priority group establishments with over twenty workers, for a total of 24 % of establishments in this size category. Likewise, 59 establishments with twenty workers or fewer sent the Commission notice that committees were being created. The health and safety committee, it should be recalled, is a participatory mechanism set up so that the employer and the workers in his employ can take joint responsibility for accident prevention in an establishment. The Act provides, however, that the Commission may be called upon to intervene if a dispute persists in a committee as to the choice of the physician in charge of health services in the establishment, the health program, training and information programs or the choice of individual protective devices and equipment.

In its interventions, the Commission prefers a conciliation approach: by sending parties to arbitration resulting from the Act only as a last recourse, it is attempting to ensure that the decision-making functions of health and safety committees are fully exercised by their members and the responsibility for defining the terms of an agreement lies fully on their shoulders.

6

Proportion of Group I and II Establishments with Over Twenty Workers with a Prevention Program and a Health and Safety Committee, by Sector (1984)

Sector of Activity	Prevention Program %	Health and Safety Committee %
Group I		
Buildings and public works	81	3
Chemical industry	96	15
Forestry and sawmills	87	41
Mines, quarries and oil wells	96	49
Manufacturing of metal products	90	26
Group II		
Wood industry (except sawmills)	86	25
Rubber and plastic products industry	80	27
Manufacturing of transportation equipment	67	28
Primary metals processing	94	44
Manufacturing of nonmetal mineral products	80	31



Source: CSST, Direction du réseau, Basic prevention data file (84-12-31)

During 1984, the regional prevention-inspection teams of the Commission made regular visits to employers and workers in priority group establishments regarding the preparation, evaluation and implementation of prevention programs, as well as to promote and foster the creation of health and safety committees. Establishments with over twenty workers in Group II were paid particular attention in this regard, with repeated visits in most regions.

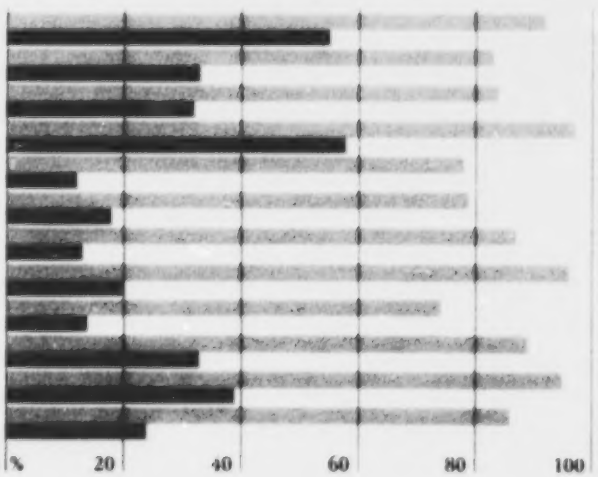
Commission interventions in establishments and on job-sites

In 1984, regional CSST prevention-inspection teams made over 40 000 visits to establishments and job-sites, i.e. 23 % more visits than the previous year. This increase ties in closely with the additional responsibilities of the CSST, which must help with, evaluate and control the creation of prevention programs or health and safety committees. It is also attributable to a marked rise in outside requests, which led to a 70 % increase in visits relating to investigations, complaints or the application of the right of refusal.

In 1984, the Commission intervened in an assistance, evaluation or control capacity, whether incentive or coercive in nature, in two-thirds of the files processed. Most such activities took place in establishments in Groups I and II, the average

Proportion of Group I and II Establishments with Over Twenty Workers with a Prevention Program and a Health and Safety Committee, by Region (1984)

Regional Office	Prevention Program %	Health and Safety Committee %
Abitibi–Témiscamingue	92	55
Bas-Saint-Laurent–Gaspésie	83	33
Côte-Nord	84	32
Estrie	97	58
Ile-de-Montréal	78	12
Laval–Laurentides	79	18
Mauricie–Bois-Francs	87	13
Montérégie	96	20
Outaouais	74	14
Québec	89	33
Saguenay–Lac-Saint-Jean	95	39
Whole of Québec	**86**	**24**



Source: CSST, Direction du réseau, Basic prevention data file (84-12-31)

1. For more complete regional data, see summary table on page 88.

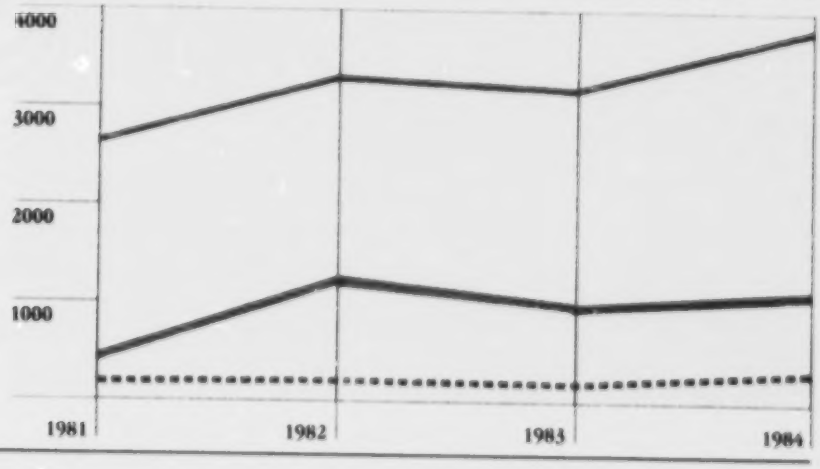
number of interventions being twenty-eight per one hundred establishments in those groups, while for other groups it was less than three.

Interventions following complaints rose in 1984 over the previous year, particularly in sectors not yet designated as priority sectors, where complaints increased 79 %, compared to 14.5 % in Groups I and II. In total, initial visits to establishments following complaints rose from 2 072 to 4 269. Cases where the Commission was called owing to a worker's refusal to perform work he considered dangerous, rose by about a third to 278, compared to 208 the preceding year. There again, the increase was more pronounced in non-priority sectors. The Commission attributes the higher intervention request rate primarily to a better knowledge of workers' rights and recourses in occupational health and safety matters.

We also note an upsurge in 1984 of files opened after events leading to the death of a worker, or causing serious injuries to one or more workers or causing major material damage. The Commission intervened in 1 120 such cases during the year, or 193 more than in 1983. It is noteworthy, however, that the number of accidental deaths recorded dropped from 128 to 103.

8

Prevention-Inspection Interventions Carried Out on Request Since the Start of the CSST Mandate



Type of intervention	1981	1982	1983	1984
Interventions following complaints	2 689	3 262	3 178	3 860
Investigations following accidents	482	1 240	927	1 120
Application of the right of refusal	229	253	208	278

Source: CSST, Monthly report on intervention files - IEMI (84-12-31)

When Commission inspectors discover non-compliance with the Act or regulations, or the presence of a risk to the health and safety of workers, their powers to issue orders and make decisions enable them to take steps which range from issuing remedial orders and stopping work, to closing the workplace partially or completely. In the event of failure to comply with an inspector's order within the prescribed time period, the offender receives a prior notice from the Commission describing the offence and specifying the amount of the fine to be paid. If he does not follow up this notice within the prescribed time period, he is liable to proceedings before the Labour Court.

Despite the increase in the number of interventions by the Commission in establishments and on job-sites in 1984, the number of cases of non-compliance reported by inspectors decreased 25 % during the period, from 50 359 to 37 720. These data are a true reflection of the preventive nature increasingly becoming a part of CSST support and assistance activities. This approach does not, however, stop the Commission from adopting a more coercive attitude when establishments or job-sites refuse to comply with the prevention mechanisms provided for in the Act. This being the case, the use of the prior notice procedure in cases of non-compliance with obligations concerning the prevention program or the notice of job-site opening, almost doubled in 1984.

9

Commission Interventions in Group I and II Establishments and Measures Taken by Type of Intervention (1984)[1]

Interventions or Measures Taken	Assistance, Evaluation and Control[2]	Investigations Following Accidents	Interventions Following Complaints	Application of the Right of Refusal	Total
Files					
received	7 098	506	1 042	115	**8 761**
re-opened	1 502	71	237	40	**1 850**
closed with intervention	7 002	312	1 201	158	**8 673**
closed without intervention	1 540	308	291	7	**2 146**
Visits					
initial	12 199	374	1 279	188	**14 040**
control	7 841	229	912	98	**9 080**
Total	20 040	603	2 191	286	**23 120**
Measures					
Non-compliance noted	16 400	353	2 166	105	**19 024**
Machines stopped	70	4	8	3	**85**
Premises closed	79	4	28	—	**111**
Seals affixed	58	42	22	1	**123**
Review[4]	40	6	19	47	**112**
Preliminary notices issued	481	29	55	6	**571**
Preliminary notices paid	130	4	16	1	**151**
Legal proceedings begun	255	22	21	5	**303**
Legal proceedings settled	151	9	18	1	**179**

Source: CSST, Monthly report on intervention files - IEMI (84-12-31)

1. For sectorial and regional breakdowns of these interventions, see summary tables on pages 86 to 89.

2. Formerly classified as compliance inspections, these interventions now encompass a broader field, taking into account the introduction of prevention programs and health and safety committees.

3. It should be noted that some of the files closed in 1984 were already open at the beginning of the year.

4. Applications for review of an inspector's decision, submitted to the Commission's regional chief inspector.

5. Including certain files subsequently classified as complaints.

Any order or decision of an inspector is executory. However, a worker, an employer or a safety representative may apply to the regional chief inspector for a review of the decision or order if he feels it is not justified. During the year, regional prevention-inspection directors, in their capacity of regional chief inspectors, received 308 such applications for review, an increase of 30 %. The Commission considers that the small proportion of reviews requested in relation to the number of decisions rendered by its inspectors confirms the quality of these decisions and the satisfaction of the parties.

Where one of the parties feels wronged by the decision on a review, it may appeal to the Review Board concerned with inspection, whose decisions shall be final and without appeal. During the year, this Review Board received 70 applications for review, 18 less than the previous year. This decrease can be explained to a large degree by the fact that the issue regarding individual protective equipment being supplied free of charge, which was responsible for one fourth of the appeals, has been settled once and for all before the courts. It should be noted that this year, 42 review cases concerned the refusal to work, compared to 30 in 1983. Nineteen files were discontinued and the Board handed down 51 decisions, changing the initial decision in one third of the cases.

10

Commission Interventions in Establishments Other Than in Groups I and II and Measures Taken by Type of Intervention (1984)[1]

Interventions or Measures Taken	Assistance, Evaluation and Control[2]	Investigations Following Accidents	Interventions Following Complaints	Application of the Right of Refusal	Total
Files					
received	3 650	614	2 818	189	**7 271**
re-opened	1 100	95	456	51	**1 702**
closed with intervention	4 158	379	2 252	244	**7 033**
closed without intervention	1 089	361	1 105	27	**2 582**
Visits					
initial	5 696	477	2 990	286	**9 449**
control	5 178	301	1 950	116	**7 545**
Total	10 874	778	4 940	402	**16 994**
Measures					
Non-compliance noted	13 754	514	4 300	128	**18 696**
Machines stopped	62	6	32	1	**101**
Premises closed	60	12	27	2	**101**
Seals affixed	141	27	97	2	**267**
Review	67	9	76	44	**196**
Preliminary notices issued	253	28	41	2	**324**
Preliminary notices paid	55	3	17	1	**76**
Legal proceedings begun	117	11	27	1	**156**
Legal proceedings settled	51	9	15	1	**76**

Source: CSST, Monthly report on intervention files — IEMI — (84-12-31)

1. For sectorial and regional breakdowns of these interventions, see summary tables on pages 86 to 89.

2. Formerly classified as compliance inspections, these interventions now encompass a broader field, taking into account the introduction of prevention programs and health and safety committees.

3. It should be noted that some of the files closed in 1984 were already open at the beginning of the year.

4. Applications for review of an inspector's decision, submitted to the Commission's regional chief inspector.

5. Including certain files subsequently classified as complaints.

Occupational Health Services

The occupational health and safety system makes use of the public health network to provide workers with access to the preventive and curative health services set out in the Act. Since 1981, the Commission has concluded agreements for services with each of the thirty-two hospital centres that have a community health department (HC-CHDs).[1]

In 1984, the HC-CHDs and the CLSCs (local community service centres) had 830 job positions for their teams responsible for various mandates relating to the implementation and operation of the occupational health and safety plan; at the end of the year, about 90 % of these positions were filled. The amounts the Commission assigned to public occupational health services reached 33,9 million $ in this period, of which 28 million $ was transferred directly to HC-CHDs; the rest represents reimbursements to the *Régie de l'assurance-maladie du Québec* and the *Institut de recherche en santé et en sécurité du travail* for laboratory activities conducted for HC-CHDs and their subcontractors.

With the introduction of health services for workers in Group II priority sectors being completed, 144 points of service were in place at year's end, of which 91 were administered by CLSCs. Nearly 300 000 workers in 25 300 Group I and II establishments were thus served by the public network, while 119 establishments had obtained HC-CHD recognition of their own health services.

In 1984, occupational health team staffs concentrated their efforts on developing specific health programs for each establishment, as a component of their prevention programs. In total, the Commission had received, at the end of the year, 549 health programs for establishments with twenty-one or more workers in priority groups I and II; another 650 had been developed for establishments with twenty or fewer workers. In the course of industrial visits, hygiene technicians and hygienists from HC-CHDs took 22 563 samples which were sent to the laboratories of the *Institut de recherche en santé et en sécurité du travail* where 50 487 analyses were conducted.

Apart from these activities connected with introducing the plan into priority sectors, the HC-CHDs also carried out other mandates in 1984, including 660 industrial studies on compensation for occupational diseases, and concerning the exercising of the right to protective reassignment for pregnant or breast-feeding workers, for which 7 102 files were transmitted to the Commission.

In the sectors not yet designated as priorities, the Commission gave grants to 151 employers during this period to maintain their health services, for total grants of 424 409 $.

Joint Sector-Based Associations

To enable workers and employers in various sectors of economic activity to take charge of occupational health and safety in their sector, share their experience and obtain professional and technical assistance in this field, the Act provides for the creation of joint sector-based associations on the basis of an agreement between the workers' associations and employers' associations in each sector. The mandate of the Commission is to encourage the creation of such associations, and give them technical and financial assistance.

In 1984, seven joint sector-based associations were in operation, in the following sectors:

- social affairs,
- primary textiles,
- transportation and storage,
- automobile services,
- printing,
- provincial administration,
- manufacturing of transportation equipment and machinery.

1. Page 80 of this report provides a number of statistics on the organization and realizations of the 32 HC-CHDs in the area of occupational health and safety for 1984.

In all, it is estimated that the sectors served by these associations account for close to half a million workers in about 31 000 establishments. With each specializing in a particular sector, they have developed special expertise in order to offer technical assistance to their clientele and, as a result, each has particular achievements to its credit. Page 82 of this report gives data on their activities during the year, for which the Commission granted them a total of 3,9 million $. It should be noted that the *Association paritaire de prévention pour la santé et la sécurité du travail* (APPSST) received 1,5 million $ in order for it to maintain its prevention services.

During this period, the Commission also continued its activities to promote the creation of such associations in other sectors, by calling the employer and union parties concerned to meetings, alone and jointly, helping them delimit their field of activity on the basis of data on their establishments, and assisting them at each stage in creating the association. These efforts led to the organization of four new joint sector-based associations which will begin to operate in 1985 in the following sectors:

- manufacturing of metal and electrical products,
- mines,
- chemical, rubber, plastic and petroleum industry,
- municipal affairs.

Training and Information Activities, and Scientific and Technical Support

The Act gives responsibility for ensuring training, information and counselling services in occupational health and safety matters to the Commission, joint sector-based associations and employers' or union associations. In addition to realizing its own programs in this area and offering various specialized services, the Commission thus has a mandate to give technical and financial support to the associations.

Commission Activities linked to Training and Information

Since many joint sector-based associations have been set up in the last two years, the context in which the Commission develops its training and information programs has changed. As the primary function of these associations is to train and inform workers, employers and members of health and safety committees in their sector of activity, the Commission has had to adjust its programs to provide greater support to their activities.

The Commission's regional services carried out various training and information activities in line with strategies taking the particular characteristics of each region into account. In Bas-Saint-Laurent — Gaspesie, for instance, these activities took the form of a sensitization tour with the regional farmers' union and a series of information meetings with the *Association de sécurité des industriels forestiers* and the *Association des pêcheurs côtiers des Iles-de-la-Madeleine*. In the Laval-Laurentides region, prevention-inspection teams decided to offer joint training sessions in priority sector establishments. In Estrie, the Commission organized a regional symposium on prevention and health programs in the quarry sector and set up an information program for graduating secondary school students enrolled in vocational training courses. During the same period, the Mauricie-Bois-Francs regional office gave various courses on such topics as industrial ventilation and thermal stress, while the Québec and Outaouais regional offices published information bulletins. All are examples of the variety and multiplicity of activities carried out by regional offices to promote training and information.

Also of note is the Commission's participation in two major events held in 1984: the annual conference of the *Conseil du patronat du Québec* on occupational health and safety, and a double symposium organized in both Montréal and Quebec City for "big work contractors." The latter activity, intended for private or public bodies that carry out, or cause to be carried out, major construction work, provided information on the shared obligations for occupational health and safety on construction sites.

In addition to these achievements, the Commission conducted various projects during the year to provide prevention tools to workplaces in priority sectors. Thus, for the chemical, metal products, and forestry and sawmills sectors, it began compiling a directory of industrial processes, related occupational health and safety risks and appropriate preventive measures. Moreover, it put out a technical document on hazards associated with the presence of stumps in forestry operations and precautions to take to ensure the safety of forestry workers.

Again with respect to occupational safety, the Commission prepared various guides on such matters as extraction machines, inspecting scaffolding, selecting eye and face protectors, safety footwear and individual protective systems to prevent falls from heights. As for projects linked to health problems, the Commission worked alongside community health departments to prepare interim guides for monitoring environmental health as regards wood dusts, carbon monoxide and solvants. It also produced guides on:

- sampling of chemical contaminants,
- selecting measurement instruments for dust and fumes,
- prevention techniques for lead and installed asbestos,
- selecting measurement instruments for gas, vapours and mist,
- measuring noise levels.

Regarding prevention mechanisms, a number of guides or brochures were printed on the functions and introduction of the health and safety committee and the safety representative, along with an information brochure for workers entitled *Votre santé et votre sécurité au travail: des droits et des obligations* (Your health and safety at works: rights and obligations). 270 000 copies of this brochure have been printed. It gives information on prevention in the workplace, the right of refusal, filing complaints with the Commission and protective re-assignment of pregnant or breast-feeding workers. Since September, the newspaper *CSST 85* has contained a detachable technical data sheet called *Alerte-Action;* it describes a dangerous situation and preventive measures suited to it. At the end of the year, this monthly had a circulation of over 35 000 copies.

In another field, the Mine Rescue Stations Division trained 69 new recruits in 30 mines. This brings the total number of people who have received such training to 413, of whom 303 were part of the personnel in place at the end of the year. Basic, regular and special training in mine rescue operations represented close to 13 500 person-hours in 1984. Sixteen secondary mine rescue stations were in operation in Québec, in addition to the main stations in Noranda, Thetford Mines and Val d'Or. The Commission participated, during this period, in the preparation of the CATAMINE operation, a program of action initiated by the *Association des mines de métaux du Québec* in order to respond quickly and effectively to mining disasters that could occur in Québec.

It also continued its training activities relating to construction sites where, since July 1, 1983, workers are subject to the Decree respecting the construction industry, and management and supervisory staff must have taken a general safety course in order to gain access to the site. In this framework, the Commission presides over the coordination committee on course content, instructor and teacher retraining and training supervision. Close to 25 000 workers and employers took this course in 1984. Through agreements with the *Office de la construction du Québec* that allowed some 40 000 workers' names, until then unrecorded, to be entered in its data banks, service offered to the clientele improved greatly in this regard. Twenty candidates were also accepted for a course to train construction site safety officers, and the Commission supervised training sessions for 67 other candidates.

The Commission also granted importance to the training of first aid specialists during the year, in view of the coming into force on September 22, 1984 of a new First aid minimum standard regulation. It thus approved the first aid specialist training program to be given in 1985, and began producing training material which includes eleven slide shows and a first aid manual. Until the new program becomes established, the St. John's Ambulance Society remains the only body recognized by the Commission to dispense first aid training to workers; over 6 000 people took this training course in 1984, thanks to 243 605 $ in grants from the Commission.

A point to note is that the Commission conducted a study on occupational health and safety in municipal fire departments in Québec in 1984. The conclusions of its report show that provisions are urgently needed to organize training for fire department personnel, in order to install safe working methods.

During this period, the Commission also intensified its collaboration with the *ministère de l'Éducation* to promote occupational health and safety training and information. The two bodies agreed to incorporate into teaching manuals and audiovisuals the health and safety components that are relevant to the subject matter, as was already being done in the drafting and review of teaching programs. The experimental nursing program and the personal and social training program are part of the major programs that underwent such developments in 1984. Evaluations and consultations during the year also led to the recognition of a need for training in ergonomics at the university level. At the end of the year the Commission had sent out tender calls to Québec universities for the introduction of a thirty-credit certificate program, which should begin in September 1985.

Subsidies to Union and Employers' Associations

In addition to carrying out its own programs, the Commission paid subsidies to union and employers' associations to help them implement various programs to train or inform their members. In 1984, seventeen union associations thus received subsidies totalling 2 929 228 $, of which 992 340 $ came from the Québec government budget. These associations were:

- Centrale de l'enseignement du Québec (CEQ),
- Centrale des syndicats démocratiques (CSD),
- Confederation of National Trade Unions (CNTU),
- Quebec Federation of Labour (QFL),
- Joint council No. 91, Teamsters of Quebec,
- Syndicat des professionnelles et professionnels du gouvernement du Québec,
- United Oil Workers of Canada,
- United Association of Plumbers and Pipefitters' Helpers and Apprentices of the United States and Canada,
- Fédération québécoise des infirmières et infirmiers,
- Cartel des organismes professionnels de la santé,
- Federation of United Nurses,
- Fédération des syndicats professionnels d'infirmières et d'infirmiers du Québec,
- Syndicat indépendant des travailleurs du papier de la Mauricie,
- Sheet Metal Workers' International Association,
- Federation of Aluminum Unions,
- Québec Government Employees' Union,
- Conseil provincial du Québec des métiers de la construction.

As for employers' associations, ten associations received subsidies totalling 2 184 860 $:

- Centre patronal de santé et de sécurité du Québec,
- Association de sécurité des pâtes et papier du Québec,
- Association de sécurité des industriels forestiers du Québec,
- Association de sécurité des exploitations forestières du Québec,
- Fédération des Cégeps,
- Fédération des commissions scolaires catholiques du Québec,
- Union des producteurs agricoles,
- Association des hôpitaux du Québec,
- Fédération de la construction du Québec,
- Association québécoise de l'industrie de la peinture.

Scientific and Technical Support Activities

Through its Toxicological Index and Documentation Centre, the Commission is able to offer, in addition to its training and information programs, specialized services to those interested in specific aspects of occupational health and safety.

The Toxicological Index has been in operation since the end of 1981. It is a computerized data bank containing information on the composition of products used in the work environment, the dangers they entail for the health and safety of workers, and appropriate preventive or curative measures. This tool is especially useful in setting up the register of work stations and preparing prevention programs for establishments.

1984 was marked by a noteworthy rise in the number of inquiries sent to the Toxicological Index; they went up 55 % over the previous year. More than 55 000 requests for information on chemical or biological contaminants were thus received in the course of the year, either by mail or through electronic link-ups.

There were also about 120 phone calls a month for information on such matters as protective re-assignment of pregnant or breast-feeding workers, or the exercising of the right of refusal by workers. Over 85 % of requests for toxicological information in 1984, i.e. close to 49 000, received an answer. About 10 % of these answers were conveyed through the VDT network of the Commission.

Activities to obtain product information from suppliers and manufacturers and thus add to the bank's contents went on during this period, making data on 1 449 products available in 1984. At the end of the year, the public had access to validated data in the toxicological index on 3 459 products out of the 74 093 also listed in the data base. The number of companies or suppliers registered in the index file rose during this period from 1 924 to 2 306; more than 8 000 inquiries about manufactured products were sent to those suppliers during the year.

The Documentation Centre pursued the development of its occupational health and safety data base (*information en santé et sécurité du travail* - ISST), a comprehensive file on occupational health and safety documentation in Québec. In addition to the documentation centres of the Commission and the *Institut de recherche en santé et en sécurité du travail*, four sector-based associations now participate in the ISST base. In 1984, the latter grew by 12 260 titles, of which 5 015 came from its partners. It now contains 37 000 documents.

During the same period, a few training activities on how to use the data base were given to joint sector-based associations and community health departments belonging to the network. The Documentation Centre was also equipped with an automatic acquisition system and a data base listing press clippings about the Commission.

We note an increase in almost all services to users, ranging from 18 % for document lending to 36 % for interlibrary loans. The reference activities of the Montréal and Québec City Documentation Centres alone increased 28 %, to 4 658 interventions: research in the ISST data base, selection of an appropriate reference work, research for information from another agency, or research by means of telereference. During this period, 72 % of the users came from outside the CSST.

An evaluation of the Documentation Centre conducted during the year indicated quite a high level of satisfaction on the part of its users. This evaluation also helped define user expectations for satellite documentation centres and showed that many services should be publicized more, particularly for outside clienteles.

Consultation and Coordination

Joint committees

The scope of the Commission's mandate and the necessity for it to use, inasmuch as this is possible, existing public networks and resources concerned with occupational health and safety, oblige it to maintain close ties with numerous bodies whose operations may influence or support its mandate.

In this framework, the Commission maintained its participation in various joint standing committees in 1984, whose work led to joint action with regard to different programs or services:

- The standing CSST-IRSST committee has a mandate to promote cooperation and complementarity between the Commission and the *Institut de recherche en santé et en sécurité du travail* respecting development, coordination and performance of research activities and laboratory services. During the year, the accent was on following up the research priorities of the Commission and finding ways of conveying and exchanging information between the *Institut* and the Commission.
- The CSST-MAS standing committee enables the Commission to maintain close relations with the *ministère des Affaires sociales*, the *Association des hôpitaux du Québec*, the conference of regional health and social service councils and the Québec federation of local community service

centres, chiefly in order to set up and apply health programs. In 1984, the files most frequently handled were connected with a draft contract between the Commission and HC-CHDs and the progress of specific health programs for each establishment, as well as the environmental health monitoring system, the information management system concerning HC-CHDs and monographs on health hazards in the construction sector.

- The CSST-MEQ standing committee promotes the design and realization of training and information programs required for the enforcement of the Act respecting occupational health and safety. This cooperative effort during the year was connected with incorporating occupational health and safety components into teaching programs at the primary, secondary and college levels. It helped develop teacher training programs, a personal and social training program and an experimental nursing program, and aided in the review of four directories of vocational training profiles. Lastly, as part of this committee's work, a relevance study on the need for training in ergonomics was conducted.
- The CSST-ASP standing committee sees to communication and dissemination of information from the Commission and the joint sector-based associations. This committee is a means of ensuring ongoing relations between the Commission and the associations, and is the privileged advisory mechanism to promote exchanges of information between these bodies. In 1984, the Committee directed its studies primarily to issues concerning the validation and application of a budget guide, statistical information on each sector and the training of the permanent staff of joint sector-based associations.

Along with its participation in these standing committees, the Commission cooperated during the year with various government departments on issues connected with its mandate: with the *ministère de la Main-d'oeuvre et de la Sécurité du revenu* so that occupational health and safety components would be included in the development of labour force training programs; with the *ministère des Transports* in view of concerted action on road signs for construction sites; and with the *ministère de l'Habitation et de la Protection du consommateur* on matters affecting the Act respecting buildings and hoisting devices. The Commission also participated in interdepartmental committees on the transportation of dangerous substances and pesticides, and on a committee formed to create an alcoholism prevention program in the workplace.

Similarly, the Commission participated in a number of committees of the Canadian Standards Association (CSA), the Canadian Association of Administrators of Labour Legislation (CAALL), and the *Bureau de normalisation du Québec* (BNQ). The Commission signed a memorandum of understanding with the latter in 1984, to set up a coordination committee for standardization in the occupational health and safety sector.

Regional Concerted Action

Apart from its efforts to coordinate with numerous bodies and groups throughout the province, the Commission emphasized concerted action at the regional Level and brought various concerned parties together for discussions and plan-making. Depending on the case, these involved the heads of the regional offices of the Commission, and representatives of the *Conseil régional de la santé et des services sociaux (CRSSS)*, hospital centres with a community health department (HC-CHDs) and joint sector-based associations. According to the regions or problems discussed, representatives of local community service centres (CLSC), Cégeps, etc., also attended.

The subjects most often discussed in 1984 at these concerted-action tables were the policy of intervention in establishments, the validation of data on Group III establishments, specific health programs for establishments, regional priorities, minimum first aid standards and the activities of joint sector-based associations.

At the same time, many regional offices set up regional advisory committees in the last two years, bringing together top union and employer leaders on a single or multi-sector basis. While being a preferred forum for discussion between workplace and Commission representatives, these committees also help find concrete solutions for day-to-day problems. Extremely convincing results arose from experiments conducted in Estrie, where a multi-sector advisory committee and five sector-based committees carried out numerous activities in 1984 related mainly to training and information: folders, posters, seminars, consultations, etc.

Prevention Expenditures of the Commission

The expenditures of the Commission pertaining to the prevention activities it finances stood at 58,8 million $ in 1984. Occupational health services and research alone represented 80 % of the total, or 47,1 million $.

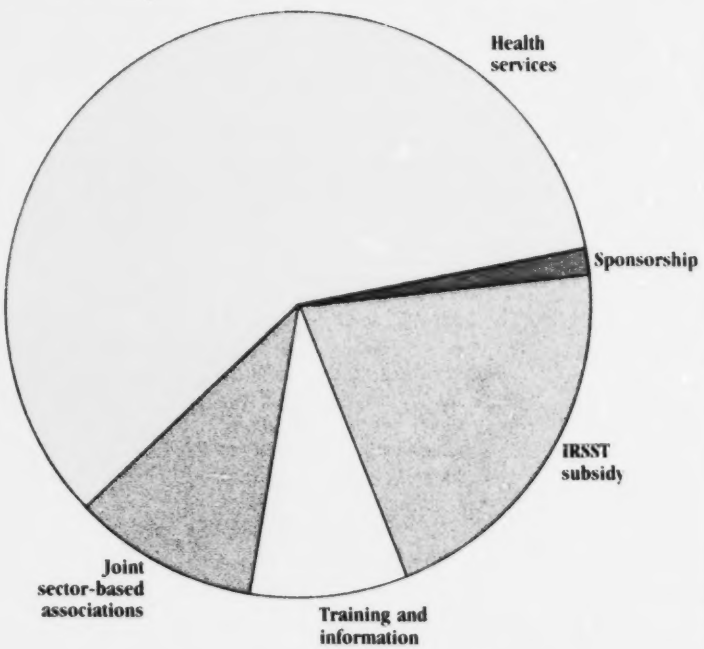
Compared with the previous year, the Commission increased its prevention spending by 20,6 million $, or 54 %. Of this amount, 14,2 million $ was assigned to health services, whose field or activity was enlarged with the designation of a second group of priority sectors, and 4,3 million $ went to research. Subsidies to union and employers' associations and joint sector-based associations went up by 12,6 %.

It is important to note that, under the Act respecting occupational health and safety, the government contributes part of the money needed for training, information and research each year to the Commission. Accordingly, in 1984, it paid close to 2 million $, used for subsidies granted to union associations for training purposes and to the IRSST for its research on occupational health and safety.

Likewise, under the Act, it is the government that assumes the costs of work inspection, the mandates for which were given to the Commission. An amount of 22,3 million $ was paid to the Commission in this regard in 1984.

11
Prevention Expenditures of the Commission (1984)

Expenditure Category	(000 $)	%
Training and information	**5 114**	**8,7**
Subsidies to union associations	2 929	5,0
Subsidies to employer's associations	2 185	3,7
Financing of joint sector-based associations	**5 782**	**9,8**
Occupational health services	**34 826**	**59,2**
Public health services	33 863	57,6
Maintenance of private health services	963	1,6
Sponsorships for programming purposes	**796**	**1,4**
Subsidy to the Institut de recherche en santé et en sécurité du travail	**12 288**	**20,9**
Total	**58 806**	**100,0**



1. Including 992 340 $ paid by the government under section 250 of the Act respecting occupational health and safety.

2. Including 4,5 million $ to RAMQ, 1,4 million $ to the IRSST and the rest to HC-CHDs.

3. Amounts paid to employers in sectors not yet designated as priorities. Of this amount, 538 612 $ was paid in 1984 for the maintenance of health services during the previous year.

4. Including 988 340 $ paid by the government under section 250 of the Act respecting occupational health and safety.

Compensation

While continuing to emphasize improvement and personalization of CSST services to victims of occupational accidents and diseases, in 1984 the Commission intensified its cooperation and concerted action with the various milieus also responsible for providing services to its beneficiaries, particularly the medical sector and hospital centres.

By introducing a new administrative management system and perfecting its data processing tools, the Commission improved communications with its clientele and reduced time lags in file processing and benefit payments, despite a considerable rise in the number of claims. Its efforts also helped establish better relations with physicians, for whom fee payments were accelerated, and conclude agreements with hospital centres for the application of various policies.

All these activities come as part of the constant improvement of services to beneficiaries — a priority for the Commission — whether with regard to medical assistance, benefit payments or rehabilitation.

Accident Notices and Claims

During the year, 347 662 work accidents, occupational diseases or deaths were reported to the Commission. These reports were made pursuant to the Workmen's Compensation Act, the act respecting indemnities for victims of asbestosis and silicosis in mines and quarries or the Federal Government Employees' Compensation Act.

Overall, the number of claims recorded by the Commission rose 10,7 % over the previous year; but if only the cases involving a work stoppage are considered a lesser increase, of only 7,8 %, is noted. This increase can be attributed chiefly to a larger labour force and more hours worked, especially in sectors with a higher accident frequency.

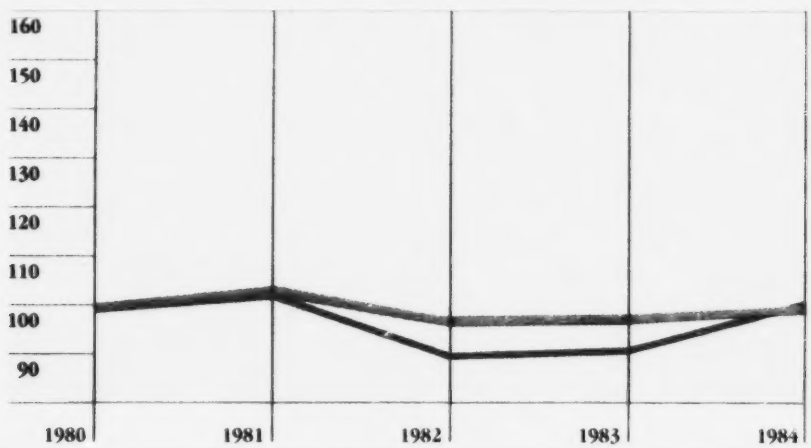
As at December 31, 1984, out of 347 662 files opened during the year, 48 % were classified as cases requiring medical assistance only, while 50 % also justified benefits for temporary or permanent disability. An analysis of these files shows a slight increase in benefit claims linked to occupational diseases, although claims following deaths recorded another decrease. A study of the files processed by the Commission in the last few years indicates that the number of deaths certified as being work-related has dropped approximately 30 % since 1980.

The files opened as a result of accident or occupational disease reports are classified according to the category of benefits to which the beneficiaries are presumed to be entitled.[1] Subsequently, this classification may be altered according to the development of the file, or the file may be closed without any payment. This year, 22 528 files were closed either because the initial claim was incomplete and the claimant did not follow it up, or because the claim was deemed inadmissible. In most cases, the reason for a claim being refused was that the Commission determined an occupational accident or disease had not occurred, or the victim was not covered by the Act.

In addition to benefit claims relating to occupational injuries, the Commission received 7 102 benefit claims during the year under the Act respecting occupational health and safety with regard to the exercising of the right to protective reassignment of pregnant or breast-feeding workers. It also processed 1 428 claims submitted to it under the Crime Victims Compensation Act and the Act to promote good citizenship.

1. The summary tables on pages 86 to 89 present benefit claims received in 1984 by category, for each economic sector and region.

12
Changes in the Number of Occupational Injuries and Employment from 1980 to 1984



	1980	1981	1982	1983	1984
Occupational Injuries	344 999	354 606	310 746	314 006	347 662
Wage-Earners	2 219 000	2 282 000	2 160 000	2 171 000	2 214 000

Sources : CSST, Compensation files (85-02) ; Stat-Can, Cat. 72-008

13

Claims Following Occupational Injuries, by Category (1983-1984)

File Category	1983	1984
Medical assistance only	147 530	168 423
Temporary or permanent disability	162 386	174 990
Occupational diseases	3 920	4 110
Death	170	139
Total	**314 006**	**347 662**

Source: CSST, Compensation files (85-02)

14

Files Opened by the CSST Following Occupational Injuries, by Region (1984)

Regional Office[1]	Number of files	%
Abitibi–Témiscamingue	10 429	3,0
Bas-Saint-Laurent–Gaspésie	12 872	3,7
Côte-Nord	6 163	1,8
Estrie	15 529	4,5
Ile-de-Montréal	89 510	25,7
Laval–Laurentides	51 963	14,9
Mauricie–Bois-Francs	21 524	6,2
Montérégie	61 911	17,8
Outaouais	11 641	3,4
Québec	49 988	14,4
Saguenay–Lac-Saint-Jean	16 132	4,6
Total	**347 662**	**100,0**

Source: CSST, Compensation files (85-02)

1. Region where file was opened. For the categories of these claims, see the summary table on page 88. It should be noted that, in 1984, files on workers employed in the Nouveau-Québec region were opened in their region of residence.

Claims Processing

Administrative Organization

To better serve the needs of victims of work accidents and occupational diseases, two years ago the Commission undertook a complete reform of its compensation system, which should enable it to streamline its administrative process, further integrate its activities and solve problems relating to availability of information. To do this, it intends to gradually modify the administrative operations involved in processing files while making optimum use of computer resources.

Since the beginning of 1984, all the Commission's regional offices have been applying, in compensation matters, the new management model that was tested in pilot projects the preceding year. Based on integrating all the documents pertaining to a beneficiary into a single file, to which one case worker is assigned, this management model allows cases to be sent to the administrative unit concerned according to whether it is expected to be a short-term disability (14 days or less), medium-term (60 days or less) or long-term (over 60 days), so that processing priorities can be determined and concentrated efforts made on cases necessitating more services.

In order to monitor file processing, the Commission also developed an information management system adapted to this new administrative process. This system, installed in the regional offices in 1984, makes it possible to verify payment periods, types of documents received and the time it takes to process files, and identify cases that depart from pre-set standards so that necessary corrections can be made.

Where information systems are concerned, the Commission replaced the former traditional filing system with a data bank based on a different concept, where the various events are linked to the beneficiary. To do so, it had to sort and convert all data identifying its clientele. The applications of this new concept in the regions made it possible, as of February 1984, to open and update beneficiary files on line, thereby considerably shortening

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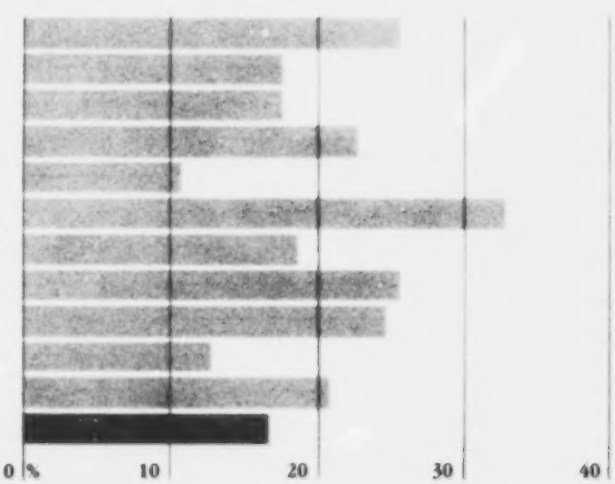
Proportion of Files Opened Following Occupational Injuries, by Number of Workers in Each Region (1984)

Regional Office	%
Abitibi–Témiscamingue	26
Bas-Saint-Laurent–Gaspésie	18
Côte-Nord	18
Estrie	23
Ile-de-Montréal	11
Laval–Laurentides	33
Mauricie–Bois-Francs	19
Montérégie	26
Outaouais	25
Québec	13
Saguenay–Lac-Saint-Jean	21
Whole of Québec	**17**



Source: CSST, Compensation files (85-02) : summary table, page 88

1. Since claim files are opened in the region where the worker lives rather than where the establishment he works for is located, these rates cannot be integrated with rates of incidence.

the time factor. Other computer systems developments will provide for control and follow-up of various phases of physiotherapy or ergotherapy treatment plans. Similarly, numerous efforts went into setting up a new system of paying benefits to workers, which was completed in early 1985.

The file follow-up tool, an electronic agenda that indicates what action must be taken in a file and provides a follow-up, was improved during the year in relation to these new applications. Through a mechanized system fully installed by June 1984, the compensation services of all regional offices can now call up standard letters on visual display terminals. The content of these letters, used to request and transmit information and give notice of decisions, was revised with input from accident victims to make sure the texts were clear. The fact that they are now personalized and the name of the person responsible for the file appears on the letter, has improved the Commission's written communications with its clientele.

Relations with People and Agencies Dispensing Services to Beneficiaries

Given the importance of the role of health professionals, hospital centres and employers in the compensation process, the Commission gave particular attention to their needs in 1984 when developing its administrative and computer systems, and entered into agreements with some groups in order to improve services for beneficiaries.

Thus, in cooperation with a major Québec employer, during the year the Commission began designing a prototype enabling the employer to enter data on a claim directly into the Commission's computer system through a VDT linked to the central CSST computer. Authorization had been granted to install such terminals in some fifteen firms the previous year and, already, this electronic link-up was giving employers access to a great deal of data, subject to the protection of information, including medical information. The new prototype will cut the employer's administration costs and, since complete data will reach the Commission faster, will speed up benefit payments to injured workers. A pilot project was conducted during this period to study direct deposits in employer bank accounts as a way of reimbursing benefits paid to workers by employers. This service will be expanded progressively in 1985.

Another electronic hook-up prototype, this time with hospital centres, was developed in 1984 to transmit data on physiotherapy or ergotherapy treatment plans. This system for which pilot projects were under way in Mauricie - Bois-Francs and Saguenay - Lac-Saint-Jean at the end of the year, will enable the Commission to accelerate payments to hospital centres and beneficiaries.

To draw maximum efficiency from the prototypes being developed in the areas of physiotherapy and ergotherapy, the Commission negotiated an agreement on a standard contract with the *Association des hôpitaux du Québec* during the year. This standard contract, based on the physiotherapy and ergotherapy policy approved by the Commission's Board of Directors in 1983, received the assent of its Management Committee and its Executive Committee, and the board of directors of the *Association des hôpitaux du Québec*. The purpose of the agreement is to allow hospital centres to take charge of workers quickly and provide them with necessary care in the shortest time frame possible; it provides that the Commission give the centre a financial guarantee for the care dispensed and specifies, in return, penalties in cases of non-compliance with its provisions.

In 1984, the Commission also worked closely with the *Ordre des optométristes*, *Ordre des chirurgiens dentistes*, *Ordre des opticiens d'ordonnance*, *Association des denturologistes* and *Corporation professionnelle des ergothérapeutes* to establish a number of general agreements: on ortheses, prostheses and functional accessories, on their acquisition and stock management, and two specific agreements on visual and dental prostheses. These agreements were approved by the Commission's Management Committee and will be applied in all regions in 1985.

With regard to medical specialists and general practitioners, the Commission intensified its efforts for concerted action and consultation with their two federations, in order to speed up payments of accounts, while obtaining full medical information for faster processing of beneficiary files. In 1984, the Commission thus set up procedures to shorten the time it takes to send medical bills to the *Régie de l'assurance-maladie du Québec* which, for the Commission, receives, validates and pays medical bills. In accordance with agreements concluded the previous year, the *Régie* made four retroactive lump-sum payments to medical specialists and two to general practitioners. It should be noted that following a request from the Commission in this regard, all payments on its behalf have been made by cheques and statements of account separate from those of other *Régie* payments, since 1984.

Interjurisdiction and International Agreements

The Commission also continued in 1984, to process claims sent to it under agreements in force with other Canadian jurisdictions, and under reciprocity agreements between Québec and France and Italy.

For the last few years, the Commission has been participating in the committee that negotiates reciprocity agreements with other countries; the signing of such agreements makes it possible for people from another country who settle in Québec, and Québecers who settle in those countries, to have access to the benefits to which they are entitled under the social security plans of their country of origin and their current place of residence.

During the year, such a reciprocity agreement was concluded between Québec and Greece, and negotiations toward a similar agreement are currently under way with Sweden, Portugal and West Germany.

Services to Victims of Work Accidents or Occupational Diseases

Medical Assistance

The Workmen's Compensation Act determines the rights of beneficiaries of the various compensation plans administered by the Commission in matters of medical assistance. Depending on the case, this assistance includes hospitalization, medical care, orthopedic devices, medication and certain other costs.

The Act gives workers the right to choose their own attending physician, with the Commission's medical assistance role consisting primarily in paying or reimbursing necessary medical costs once the eligibility of the claim has been established. In 1984, medical assistance represented 13 % of the Commission's expenditures for compensation of occupational injuries, for a total of 93,6 million $. Hospital care accounts for most of these expenditures, 57,1 %, while 21,8 % goes to health professionals.

While the Commission does not provide medical assistance services directly, it constantly strives to improve its relations with health professionals and hospital centres, harmonize its administrative procedures with theirs and introduce various medical policies in keeping with theirs, which aids considerably in improving the services to which beneficiaries are entitled.

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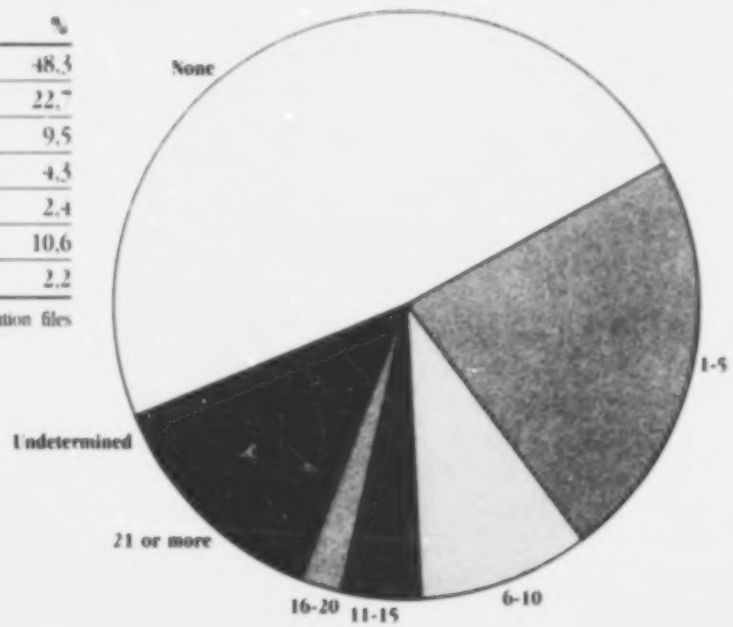
Length of Work Stoppage Following Occupational Injuries Declared in 1984[1]

Number of Days of Benefits Paid	Number of Cases	%
None	162 546	48,3
1-5	76 355	22,7
6-10	31 830	9,5
11-15	14 539	4,3
16-20	8 011	2,4
21 or more	35 528	10,6
Undetermined	7 364	2,2

1. Since the files opened in 1984 were not all settled during the year, the data appearing in this chart are subject to change. Based on the experience of previous years, however, the percentages shown here are not expected to change significantly. It should be noted that only the claims of workers whose employers are required to contribute to the accident fund are taken into account here.

Source : CSST, Compensation files (85-02)



Benefits for Temporary Total Disability

Along with this medical assistance, the Commission is mandated to compensate victims of occupational injuries while they are waiting to resume their work or for the time it takes for them to adapt to another appropriate occupation. This compensation corresponds to 90 % of the worker's net wages at the time of his accident, up to a maximum insurable wage which is adjusted each year. From January 1 to December 31, 1984, the maximum was set at 31 500 $, or 8,6% higher than the previous year; its annual adjustment is calculated on the basis of the average wage of Québec workers plus 50 %.

Files opened during the year following occupational injuries show that 50 % resulted in a work stoppage beyond the day of the accident, which is a slight decrease from the previous year. Also an analysis of available data on the average duration of temporary disabilities indicates the latter stayed much the same as in 1983, with work stoppages exceeding two weeks in 26 % of the cases justifying a work stoppage.

Benefits paid out in 1984 for temporary total disability during healing or convalescence totalled 271.6 million $. These represent the largest part — 38.5 % — of the Commission's compensation disbursements for occupational injuries. It should be noted that these benefits include payments for cases reported during the year as well as for injuries sustained in previous years.

Social Rehabilitation

The Commission offers its beneficiaries professional services and financial assistance under programs that promote a return to personal and social autonomy, resumption of work and income support.

Worker Participation in Social Rehabilitation Programs, by Program and Region

Regional Office	Number of Beneficiaries	Programs Promoting Resumption of Personal and Social Autonomy			Programs Promoting Resumption of Employment		Programs Promoting Income Support
		Psycho-Social Support	Training Support	Support for Adaptation of the Living Environment	Job Support	Employer subsidies	
Abitibi–Témiscamingue	463	127	72	20	202	67	242
Bas-Saint-Laurent–Gaspésie	649	190	123	48	272	87	254
Côte-Nord	129	61	16	6	66	11	44
Estrie	415	183	24	11	164	86	173
Ile-de-Montréal	2 746	1 325	456	42	1 201	366	1 023
Laval–Laurentides	1 781	465	133	36	1 054	225	745
Mauricie–Bois-Francs	292	41	22	13	155	37	110
Montérégie	1 711	654	121	39	985	268	538
Outaouais	421	174	68	6	166	47	203
Québec	1 017	422	84	55	435	223	459
Saguenay — Lac-Saint-Jean	409	155	71	25	207	33	124
Non codified	121	10	2	2	12	3	96
Total Participation	**10 154**	**3 807**	**1 192**	**303**	**4 921**	**1 453**	**4 011**

Source : CSST, Compensation files (84-12-31)

1. Social and economic stabilization programs.

2. Many workers participated in more than one rehabilitation program during the year.

While most workers resume an existence under conditions comparable to their lifestyle before their accident or the appearance of an occupational disease and go back to work after the required medical care has been received, some have problems returning to their normal social life and occupation due to their injury or its consequences. Such situations call for personalized, ongoing rehabilitation, which is offered by the Commission.

Working out of regional compensation departments, over 150 rehabilitation counsellors, occupational guidance, psychosocial counselling and manpower specialists support workers in the planning and implementation of a personal rehabilitation plan. The services they offer workers, to favour their social and occupational reintegration, are based on an in-depth knowledge of their background and socioeconomic environment. The expertise the Commission has developed in the field of rehabilitation takes concrete form in programs and tools reknowned for their usefulness, that correspond to needs identified by the workplace environment. The participation of the work environment, particularly unions and employers' associations, was a vital factor in reaching the rehabilitation goals set with workers in 1984.

During the year, over 10 000 workers took part in rehabilitation programs. The Commission spent a total of 65,9 million $ on rehabilitation, of which close to 90 % was paid out in worker benefits. The financial assistance provided by the Commission along with rehabilitation treatment is determined on the basis of workers' needs and their degree of participation in various programs. Its most common form is subsidies of up to 90 % of the workers' net income in his former job, up to the maximum insurable; it may also consist in employer subsidies for hiring and training, or the purchase of services and equipment.

A team mandated to evaluate some of the existing compensation programs began three evaluation projects in 1984 to examine social rehabilitation programs. The first of these evaluations, covering 1 230 beneficiaries of the job-search program, aims to draw a program participant profile, describe the process used, measure the rate of work resumption of participating workers and factors influencing it, and assess participant satisfaction. The second evaluation project, on the training program, sampled 450 workers to describe the schooling and vocational experience of beneficiaries and analyze the results obtained in terms of job resumption and satisfaction with the services received. A last evaluation, on the files of about thirty beneficiaries of personalized plans, is to draw up a program participant profile and described its operation and costs. The results of these evaluations will be available in 1985.

Benefits for Permanent Disability or Death

Once their injuries are healed or stabilized or, as the case may be, when their rehabilitation treatment is over, beneficiaries of the Workmen's Compensation Act whose abilities remain permanently diminished are granted a pension for life. The amount of this pension is set by the Commission according to the degree of disability of the worker, based on 90 % of his net income up to the maximum insurable amount.

When determining pensions, the Commission takes into account all the factors affecting the working ability of the beneficiary and his fitness to resume his former job or adapt to another. Its calculations are based on the physical impairment rate of the beneficiary and on his rate of inability to resume work.

Pensions paid by the Commission to dependents of a worker whose death resulted from a work accident or an occupational disease represent, depending on the number of dependents, between 55 % and 80 % of the benefits to which the worker would have been entitled had he survived and been completely incapable of earning his full wages.

In 1984, the Commission granted pensions for permanent total or partial disability under the Workmen's Compensation Act to 12 926 workers whose employers contributed to the accident fund and to 545 workers whose employers were obliged to pay the benefits themselves.

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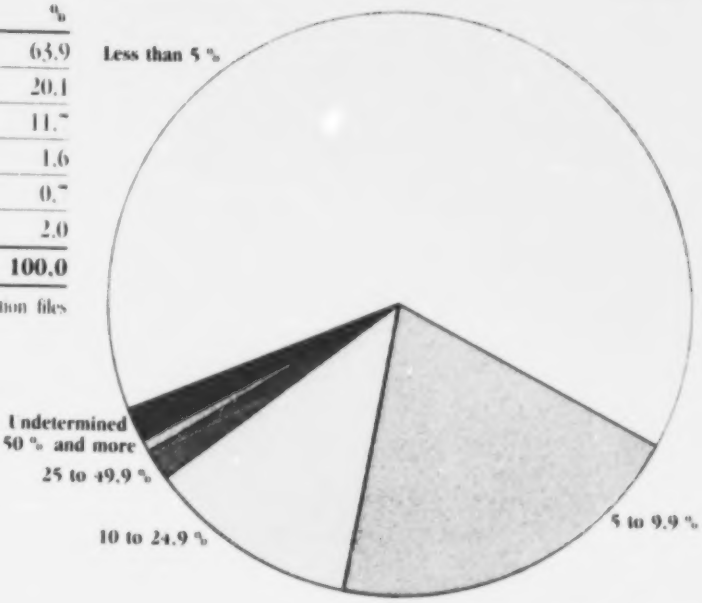
Pensions Granted in 1984 to Injured Workers, by Rate of Permanent Disability[1]

Rate of Permanent Disability	Number	%
Less than 5%	8 258	63.9
5 to 9.9%	2 596	20.1
10 to 24.9%	1 517	11.7
25 to 49.9%	201	1.6
50% and more	91	0.7
Undetermined	263	2.0
Total	**12 926**	**100.0**

1. Under the Workmen's Compensation Act only, excluding beneficiaries for whom the benefit costs are assumed personally by the employer.

Source: CSST, Compensation files (84-12-31).



19

Pensions in force on December 31, 1984, by Category of Beneficiary[1]

Category of Beneficiary	Number	%
Workmen's Compensation Act:		
Work accidents	29 323	74.0
Occupational diseases	4 028	10.2
Act respecting indemnities for victims of asbestosis and silicosis	285	0.7
Surviving consorts	4 005	10.1
Minor or student children	1 924	4.8
Invalid dependents	83	0.2
Total	**39 648**	**100.0**

Source: CSST, Compensation files (84-12-31).

1. Under the Workmen's Compensation Act and the Act respecting indemnities for victims of asbestosis and silicosis in mines and quarries. It should be noted that these data concern only beneficiaries whose employers are required to contribute to the accident fund. If we were also to consider the employers who are personally required to pay benefits, 4 025 pensions would have to be added to the total.

In some cases, the Commission pays lump sums or total or partial capital payments when it deems it more useful for the worker to receive the capitalized value of the pension to which he is entitled. Capital payments are automatic when the monthly pension is lower than a certain amount, set by the Act and indexed to 95,76 $ for 1984.

During the year, the Commission continued the special capital payment program it began three years earlier. Those eligible for this program are beneficiaries whose monthly pension payment was between 95,76 $ and 213,40 $ and whose financial autonomy was assured without this pension. In 1984, the Commission processed some 8 016 files as part of this program. A total of 4 205 beneficiaries who chose to accept its offer and replace their pension by a capital payment were paid 78,7 million $ under this program, or an average of 18 700 $ per person.

Taking into account new pensions granted during the year and capital payments for existing pensions, the number of beneficiaries receiving pensions from the Commission under the Workmen's Compensation Act or the Act respecting indemnities for victims of asbestosis or silicosis stood at 39 648 on December 31, 1984, i.e. 4,8 % lower than the previous year. Victims of occupational accidents or diseases represented 84,8 % of these beneficiaries, while dependents of deceased workers accounted for 15,2 %. The Commission paid 111,4 million $ for these pensions during the year. In total, capital payments and pensions represented 38 % of expenditures for compensation of occupational injuries.

Benefits for Victims of Asbestosis or Silicosis in Mines and Quarries

Victims of asbestosis or silicosis are offered a special plan based on income replacement and a lump-sun payment calculated according to their rate of physical disability. In 1984, 7 workers were granted a lump-sun amount and an additional income replacement indemnity. It should be noted that during the same period, an out-of-court settlement was reached between the Commission and certain mining firms that had brought legal proceedings against it, alleging it granted workers benefits which, in their opinion, it should have refused.

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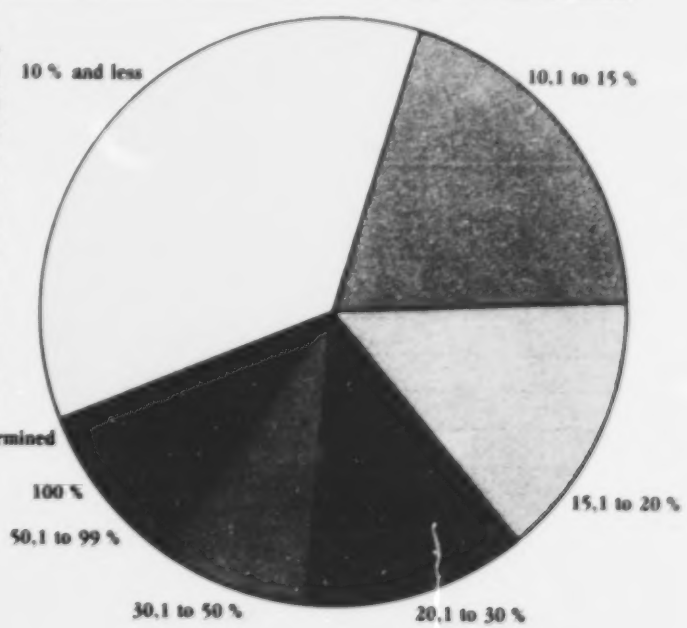
Pensions in force on December 31, 1984, by Beneficiary's Permanent disability Rate[1]

Rate of Permanent Disability	Number	%
10% and less	11 978	35,6
10,1 to 15%	6 691	19,9
15,1 to 20%	4 940	14,7
20,1 to 30%	4 186	12,4
30,1 to 50%	2 725	8,1
50,1 to 99%	1 115	3,3
100%	1 465	4,4
Undetermined	536	1,6
Total	**33 636**	**100,0**



1. Under the workmen's compensation Act and the Act respecting indemnities for victims of asbestosis and silicosis in mines and quarries, not including dependents.

2. Workers receiving a temporary pension until their disability rate is definitely determined.

Source : CSST, Compensation files (84-12-31)

Medical Evaluations

To obtain additional information it needs in order to make fair, just decisions at certain stages of the compensation process, the Commission may deem it necessary to have workers undergo medical evaluations. The results of such evaluations help the Commission, for instance, determine the relationship between a claim and the injury declared, set the date for a beneficiary's return to work, or determine or re-evaluate his degree of physical impairment.

These medical evaluations are carried out at the regional level when resources are available there. Whenever possible, the medical specialist who makes an evaluation is the attending physician of the worker, or a member of his hospital service. The medical evaluation services at Complexe Desjardins in Montréal and at the head office in Québec City serve their respective regions, while giving necessary support to other regions where professional resources are fewer or not available in some specialized fields. Out of the 26 471 examinations carried out in the medical evaluation services in Montréal and Québec City in 1984, 23 615 were conducted by specialists on the Commission's premises and 2 856 in private offices. All examinations were done by medical specialists remunerated per medical procedure.

The four pneumoconiosis committees formed by the Commission conducted a total of 651 examinations. In 169 of these cases, this was the first examination. Also, pathologists mandated by the Commission studied 133 histopathological items either to establish a connection between a worker's death and his former job or to render a decision as to the presence of a pneumoconiosis or another pneumopathy of occupational origin. During this period, 37 cases of asbestosis and 40 cases of silicosis were identified in workers. The Commission established a connection between asbestosis and lung cancer in 30 cases, and identified 7 cases of mesothelioma.

Benefits Following Protective Re-Assignment of Pregnant or Breast-Feeding Workers

Since 1981, the Commission has been administering the benefit program for pregnant or breast-feeding workers who exercise their right to protective re-assignment. The Act respecting occupational health and safety accords this right to any female worker whose working conditions may be dangerous to herself by reason of her pregnancy or to her unborn or breast-fed child, but who cannot be assigned to other duties.

During 1984, the Commission received 7 102 benefit claims arising from the exercising of this right, i.e. 75 % more than the previous year.[1] It paid out 16,5 million $ in benefits to workers in this category, or 53 % more than the year before.

The Commission attributes the rapid rise in the number of applications primarily to workers becoming better informed about their rights in this regard. It should be noted that in 1984, the right to protective re-assignment for pregnant or breast-feeding workers was the subject for information programs carried out with the cooperation of various HC-CHDs, CLSCs and ethnic groups and associations. The Commission also published a brochure in many languages for female workers, employers and physicians. With a circulation of 135 000 copies, this publication provides a lot of useful information about exercising this right and summarized the effects that certain working conditions may have on the physical health of a pregnant worker, the child she is carrying or a child being breast-fed.

1. The summary tables on pages 86 to 89 indicate the number of claims received in 1984, by economic sector and region.

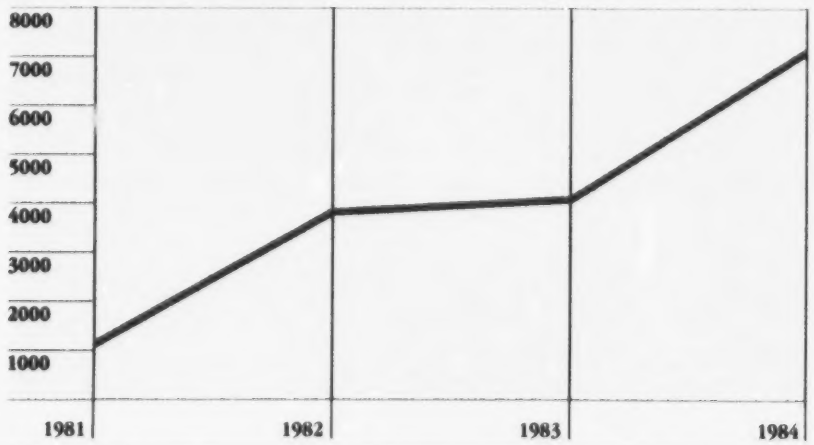
About 500 claims, or 7 % of the total, were refused in 1984. The main factors underlying rejections are the fact that the working conditions did not pose a real danger, that re-assignment was taken for personal medical reasons unrelated to work, that the worker was not eligible for benefits, or that she refused a re-assignment deemed valid by the Commission.

The Commission's evaluation of these benefit claims hinges on an individual analysis of each case submitted. It bases its decision on information contained in the medical certificate, on expert opinions provided by the community health department in its job evaluation report and on any information obtained by contacting the worker, her physician or her employer.

Between May 1981, when this right was legally enacted, and December 31, 1984, the Commission received 16 375 claims concerning protective re-assignment of pregnant or breast-feeding workers, out of which only 1 388, or 8,5 %, were turned down. During that period, it paid a total of 43,7 million $ in benefits.

It should be noted that the Commission participated in 1984 in the task force of the ministerial committee on the condition of women regarding protective re-assignment of pregnant or breast-feeding workers, which had a mandate to evaluate the application of the program in force and its articulation with other measures connected with maternity. The committee filed its report in September 1984.

21
Claims for Benefits Related to Protective Re-Assignment of Pregnant or Breast-Feeding Workers, Received Since This Right Came into Force



	1981	1982	1983	1984
Number of claims	1 259	3 915	4 066	7 102

Source : CSST, Compensation files (85-02)

Benefits for Victims of Crimes or Acts of Good Citizenship

During 1984, the Commission continued to administer the compensation plans provided in the Crime Victims Compensation Act and the Act to promote good citizenship. The benefits payable to the beneficiaries of these Acts and the services for which they are eligible are the same, with a few exceptions, as those provided in the Workmen's Compensation Act.

In 1984, the Commission received 1 408 compensation claims from crime victims, of which 1 290 were for injuries, 117 followed the death of the victim and one was for material damage. To these claims were added 614 files already being studied at the end 1983. During the year, the Commission made 1 347 decisions; 1 070 claims were accepted and 277 rejected. During the same period, 20 people submitted claims under the Act to promote good citizenship: 17 for injuries, 2 after the death of the victim and one for material damage only. These claims were added to 9 files already under study. Of the 17 decisions made in 1984 by the Commission, 14 claims were accepted and 3 rejected.

The Commission's regional services provided benefits, medical evaluations and rehabilitation to victims of crimes or acts of good citizenship. The admissibility of their applications was determined by the coordination offices in Québec City and Montréal until December 21, at which time the Commission transferred this responsibility to the regional offices. The reason for this transfer was to bring the various people required to handle cases closer, improve and harmonize client relations and speed up file processing.

During this period, the Commission paid out 12 million $ in benefits under these two Acts. It should be emphasized that these amounts, as well as the costs of administering the Acts, are paid out of the province's consolidated fund, from credits voted to the *ministère de la justice*.

Applications for Review

Any worker or employer who believes he has been wronged by a decision of the Commission with regard to compensation may request a review. Since 1982, in an effort to decentralize its services, the Commission has integrated its compensation review boards in its regional offices. In order to make its relations with clients more flexible and human, it continued its attempts to delegalize by facilitating access to its decision re-evaluation, reconsideration and review services, and promoting a free exchange of information between the parties.

The re-evaluation and administrative reconsideration procedure eliminates the delays caused by the review inquiry and hearing process, and emphasizes communication. It is flexible enough to allow swift intervention in the event of a challenge, so that any initial decision that appears incorrect upon reading the file can be corrected. It should be emphasized that this new process in no way restricts the review or appeal rights defined by the Act. In 1984, 20 % of applications for review were settled to the satisfaction of the parties via this process, within an average of two weeks.

During the year, review boards received 13 130 applications for review, 77 % presented by workers. Approximately 75 % of the applications were related to the admissibility of a claim or a permanent disability rate following an injury. During this period, the review boards settled 11 940 cases, maintaining the initial decision 71 % of the time.

The increase in the total number of claims received by the Commission following occupational accidents or diseases, the higher quality of representations and the delegalization of the review process explain the 10 % increase in the number of applications for review presented in 1984. Although the number of cases settled more than doubled during this period, the Commission was preparing at the end of the year to introduce measures in order to further increase the efficiency of the administrative units in charge of reviews.

The review board that handles compensation for victims of asbestosis or silicosis in mines and quarries reduced the number of applications being studied, through agreements or decisions, from 431 at the beginning of the period to 95 as at December 31, 1984, thus settling 336 disputed cases.

As for the review board for the compensation of victims of criminal acts and acts of good citizenship, it settled 136 files during 1984, changing the initial decision 40,4 % of the time. At year's end, 175 cases were still under consideration.

22

Claims for Benefits Following Criminal Acts or Acts of Good Citizenship, by Region (1984)

Regional Office	Crime Victims	Victims of Good Citizenship Acts	Total	%
Abitibi–Témiscamingue	23	—	23	1,6
Bas-Saint-Laurent–Gaspésie	46	1	47	3,3
Côte-Nord	19	1	20	1,4
Estrie	60	1	61	4,3
Ile-de-Montréal	588	5	593	41,5
Laval–Laurentides	128	2	130	9,1
Mauricie–Bois-Francs	70	1	71	5,0
Montérégie	164	2	166	11,6
Outaouais	39	—	39	2,7
Québec	221	6	227	15,9
Saguenay–Lac-Saint-Jean	49	1	50	3,5
Outside Québec	1	—	1	0,1
Total	**1 408**	**20**	**1 428**	**100,0**

Source : CSST, Direction de l'indemnisation des victimes d'actes criminels et d'actes de civisme

23

Benefits Paid Following Injuries Resulting from Criminal Acts or Acts of Good Citizenship (1984)

Category	Crime Victims Compensation Act		Act to promote good citizenship	
	$	%	$	%
Medical assistance	2 684 313	22,0	42 946	15,7
Temporary disability	2 522 575	20,6	54 654	19,9
Special allowances	17 500	0,1	—	—
Funeral expenses	55 532	0,5	600	0,2
Permanent disability and pensions to dependent persons	6 938 244	56,8	176 256	64,2
Total	**12 218 164**	**100,0**	**274 456**	**100,0**

Source : CSST, Direction de l'indemnisation des victimes d'actes criminels et d'actes de civisme

Compensation Expenditures of the Commission

Compensation for Occupational Injuries

During the year, the Commission spent a total of 706 million $ for expenditures relating to compensation for occupational injuries, i.e. payment of medical assistance or rehabilitation costs and payment of benefits to workers or their dependents. Of this amount, 188 million $ consisted in expenditures for occupational accidents or diseases that occurred during the year, while 518 million $ was attributable to occupational injuries sustained prior to 1984.

Taking into account the costs it will have to assume in the future for occupational injuries that occurred in 1984, estimated at 404 million $, and expenditures during the year for these same injuries, namely 188 million $, the Commission evaluates the total cost of these occupational injuries at 592 million $ [1].

The costs of occupational injuries financed through the annual assessment of employers stood at 590 million $. This amount includes 90 % of the total cost of occupational injuries for the year, namely 532 million $, plus expenditures in the amount of 58 million $ for rehabilitation programs in which occupational workers injured before 1984 took part.

1. The total compensation expenditures entered in the financial statements, i.e. 897 million $, include annual expenditures totalling 706 million $, plus the net change in the actuarial reserves of 191 million $. This change is calculated by subtracting from the 404 million $ paid for occupational injuries in 1984 an amount of 213 million $, needed to cover expenditures related to injuries from previous years. See also Table 29.

24

Benefits Paid in 1984 and Future Cost of Occupational Injuries that Occurred During the Year[1]

Category	Benefits for Injuries that Occurred Before 1984 (000$)	Benefits for Injuries that Occurred in 1984 (000$)	Future cost of Injuries that Occurred in 1984 (000$)
Medical assistance and rehabilitation costs	64 665	36 447	57 809
Temporary disability benefits (medical)	122 458	149 140	118 699
Rehabilitation benefits	57 523	874	—
Permanent disability benefits	246 371	887	195 793
Benefits following a death	26 786	434	31 550
Total	**517 803**	**187 782**	**403 851**

1. Under the Workmen's Compensation Act and the Act respecting indemnities for victims of asbestosis or silicosis in mines and quarries, except for costs personally assumed by employers who are required to contribute to the accident fund.

It should be noted that the data cited here do not apply to all injuries reported, but exclusively to injuries that occurred to workers whose employers are required to contribute to the accident fund. The federal government and about thirty other employers, including Canadian National, Canadian Pacific and Air Canada, themselves assume payment of the 11 489 benefit claims made by workers in their employ in 1984.

Changes made to the presentation of the Commission's financial statements to adapt them to its new financing method make it difficult to make comparisons with the preceding fiscal year. Once the relevant data is adjusted for comparison, the Commission deems that the cost of occupational injuries that occurred in 1984 is 16,8 % higher than in 1983. Ten per cent of this increase would be attributable to a higher number of accidents involving a work stoppage, 5 % to a rise in the compensation base, that is salaries and the maximum insurable, and the rest to a slight increase in the average duration of compensation.

Protective Re-Assignment of Pregnant or Breast-Feeding Workers

Benefits under the protective reassignment program for pregnant or breast-feeding workers during this period represented expenditures of 16,5 million $, of which 4,4 million $ went for applications received in 1983. Considering the sums already paid for the applications received in 1984, namely 12,1 million $, and future benefits for those applications, evaluated at 8,2 million $, the Commission estimates the total cost of the program for 1984 to be 20,3 million $ [1].

In relation to the year before, this represents a 42 % increase, chiefly attributable to the marked rise in the number of claims.

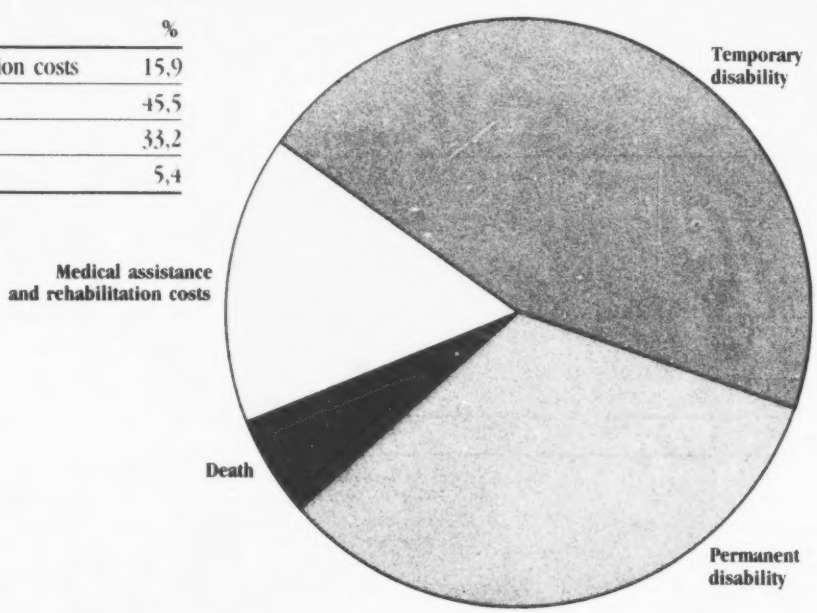
1 The expenditures entered in the financial statements for this program in the amount of 19,5 million $, include total annual expenditures of 16,5 million $, plus a net change in the actuarial reserves for this item of 3 million $.

25

Breakdown of the Cost of Occupational Injuries that Occurred in 1984[1]

Category	%
Medical assistance and rehabilitation costs	15,9
Temporary disability	45,5
Permanent disability	33,2
Death	5,4

1. Amounts expended in the course of the year or paid into the reserves.



Financing

For the first time in 1984, the Commission applied the new financing method adopted the previous year to its assessments. Despite lower assessment income than anticipated, it still estimated sufficient accident fund reserves at the end of the year to ensure the security of its beneficiaries.

The Commission began regionalizing many of its financing services during this period, including registration, classification, billing and assessment information. Together with its efforts to upgrade its interventions and establish closer relations with employers, this regionalization now enables it to offer faster, more personal services.

Assessments

Calculation of the Average Assessment Rate

The average rate of the assessments the Commission collects from employers is calculated every year on the basis of its financial needs and the total payroll that will have to support them. In compliance with the new financing method introduced in 1984, the Commission no longer, when determining the average assessment rate, takes into account the amortization of the deficit accumulated in the course of past years, and now considers only a part of the cost of injuries that occurred during the year.

Accordingly, the assessments collected in 1984 were to cover:

- 90 % the cost of occupational injuries that would occur during the year, i.e. both immediate disbursements and future benefits in subsequent years,
- The cost of the preventive reassignment program for pregnant or breast-feeding workers,
- Prevention programs provided for in the Act respecting occupational health and safety,
- Administration costs, mainly processing and operating expenses,
- General expenses, including the contribution for past services to the civil servants pension plan and a provision for bad debts.

When the 1984 assessment rates were established in June 1983, the Commission estimated its annual financial needs at 799,6 million $. Based on the actual wages declared by employers in 1982, and allowing for the increase of the maximum insurable wage from 29 000 $ to 31 500 $ for 1984, the total payroll that would have to support these needs was then estimated at 42,3 billion $. By dividing its financial needs by the estimated total payroll, the Commission established the nominal average rate of assessment for 1984 at 1,89 $ per 100 $ of insurable wages. It should be noted that for 1985 this rate was set at 1,88 $, while the maximum insurable rose to 33 000 $.

Employer Classification and Rates

The Commission classifies employers for assessment purposes according to their economic activities. It groups into "units" those whose principal activity is more or less the same and who have certain factors in common as, for example, raw materials used, operations, finished products and so on. It then groups into "classes" units whose accident-related expenses in recent years have been similar.

At December 31, 1984, 153 316 employer files were open at the Commission. These employers were classified in 698 units whose assessment rates for the year varied between 0,06 $ and 16,28 $ per 100 $ of insurable wages. Of the 40 classes of units, only three classes, representing four units (152 employers), were assigned a rate higher than this scale.

To illustrate, the summary table on page 86 gives a breakdown of employers registered with the Commission by sector of economic activity, indicating their total payroll and the average mathematical rate of assessments paid in 1984. These data are very significant, since they enable us to rank the various sectors in terms of contribution to the plan and, as a result, of occupational injury experience.

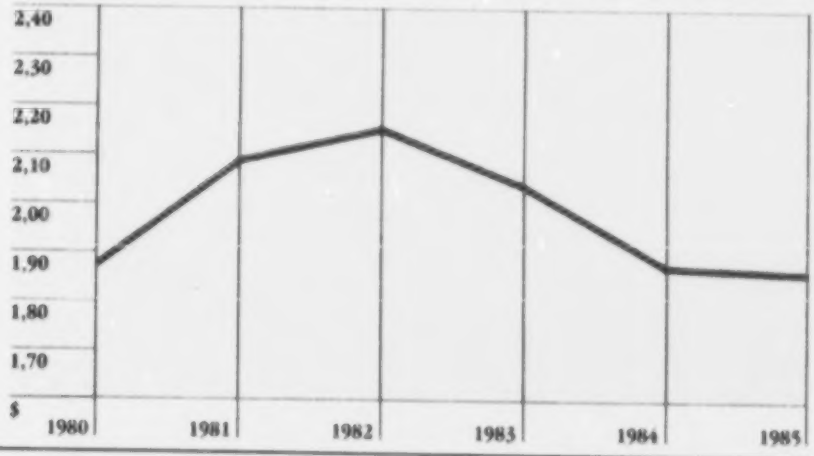
It is interesting to note here that some thirty employers, including the federal government and its agencies, do not contribute to the accident fund, but are required to maintain a deposit with the Commission in an amount sufficient to cover the benefits payable to their workers. Similarly, the assessments of 2 500 employers in special classes are determined individually, on the basis of the amounts expended by the Commission on their behalf during a given period, rather than according to the average rate set for these groups of employers.

Results of 1984 Employer Assessments

Employer assessments were in the amount of 714,8 million $ in 1984, or 10,6 % lower than the Commission's projections when it determined its assessment rates in June 1983. However, given a 17 million $ adjustment made to the final assessment level of previous years, the net assessment income for 1984 stood at 697,8 million $.

Two major factors explain the difference of 84,8 million $ between the assessments anticipated when the rates were set, totalling 799,6 million $, and the assessments actually collected, i.e. 714,8 million $.

26
Changes in the Average Assessment Rate from 1980 to 1985[1]



	1980	1981	1982	1983	1984	1985
Average Assessment Rate ($)	1,89	2,10	2,16	2,05	1,89	1,88

1. Nominal assessment rate for each year, as determined the previous year based on various estimates. This rate does not necessarily correspond to the rate of the assessments actually collected, as calculated after the fiscal year.

On the one hand, the projections of the Commission, which had estimated the total payroll for 1984 at 42,3 billion $, came true only 95,5 %, with the actual total payroll being closer to 40,4 billion $. Since the average assessment rate had been set at 1,89 $, this had the result of diminishing assessments by 36,2 million $.

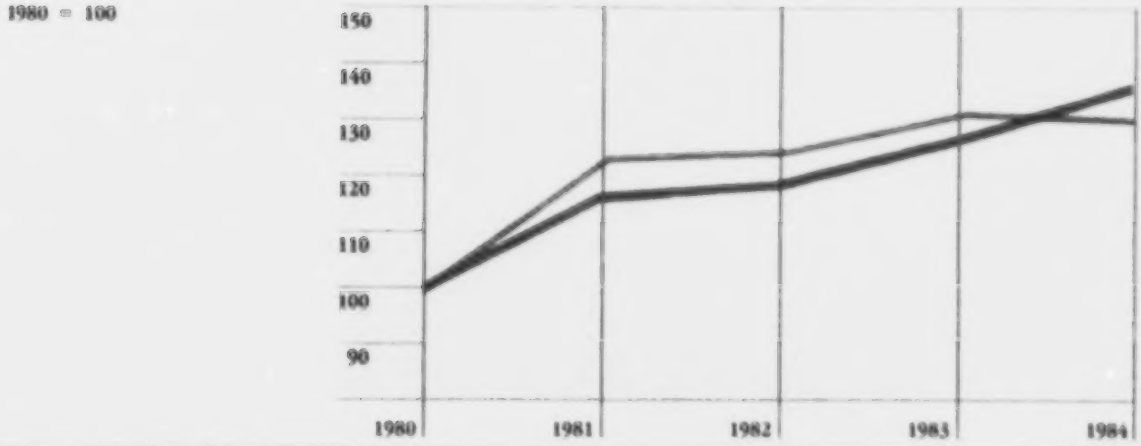
The Commission attributes this major reduction in total payroll to the fact that the parameters on manpower and wage variation used for setting the rates did not translate into reality, because the economic recovery was not as strong as predicted. More specifically, the product of the factors used for 1984 gave a combined increase factor of 12 % whereas the product of the actual factors gave 8,5 %. Therefore, the realization of only 95,5 % of the total projected payroll was closely linked to this variation in parameters.

The second reason why the assessments collected were lower than predicted is that in addition to being lower than the initial estimates, the total payroll was not distributed among the sectors of activity in the expected proportions. As a result, 48,6 million $ less than the predicted assessment total was received.

Merit and Demerit Plan

One third of the employers who contributed to the accident fund in 1981 were reassessed upward or downward in 1984, depending on the state of their file for this period. This was the third year the Commission applied its new merit and demerit plan, a system intended to encourage accident prevention through a more equitable sharing of costs.

Changes in Assessments and Total Insurable Payroll from 1980 to 1984[1]



	1980	1981	1982	1983	1984
Assessments (millions of $)	536	664	667	710	698
Total Payroll (billions of $)	29,3	34,1	34,8	37,1	40,4

Source : CSST, Master assessment file (85) ; Financial statements

1. For 1984, the figure represents the total payroll as estimated in March 1985, since the actual wages were not yet known.

Based on an analysis of the files of each employer, this system recognizes that employers who have the same assessment rate because of the comparable nature of their activities, may have widely differing experience in occupational injuries. Under the merit and demerit plan, the Commission gives consideration to the merit of each employer by adjusting the assessment paid for a given year after comparing it with the disbursements for accidents that occurred in that same year.

Merit or demerit is calculated three years after the year to which it applies, thus allowing a sufficient period of time in which to obtain all the relevant data. It should be noted that special-class employers and those whose assessment was less than 600 $ in 1981 or whose files were closed at December 31, 1983, were not eligible for the plan in 1984.

According to the data available at the end of the year, more than 44 500 of the 139 000 regular-class employers who paid assessments in 1981 were eligible for the merit and demerit plan in 1984. Of this numbers, 31 600 employers were granted merits amounting to 51 million $, while 12 929 had to pay a total of 52,5 million $ in demerits for the same period. These sums are spread over a three-year period to spare employers excessive fluctuations in their assessments.

As can be seen in Table 28, the average additional assessment payable as a demerit has, on the whole, been higher than the merit rebate. This gap is particularly noticeable among employers whose assessments were less than 60 000 $, due mainly to the fact that the costs related to the limit placed on the demerit are felt more by them.

The results of the new plan also show that, as expected, the Commission succeeded in balancing the merit and demerit totals. The plan is therefore completely self-financing and entails no additional cost for employers.

28

Merit or Demerit Calculated in 1984

	Merit		Demerit	
1981 Assessments	Number of Employers	Average Merit	Number of Employers	Average Demerit
600 $ to 1 200 $	11 276	50 $	3 224	221 $
1 201 $ to 3 000 $	10 159	170 $	3 678	489 $
3 001 $ to 6 000 $	4 300	477 $	2 219	1 116 $
6 001 $ to 12 000 $	2 743	1 339 $	1 523	2 300 $
12 001 $ to 30 000 $	1 928	3 567 $	1 142	5 632 $
30 001 $ to 60 000 $	626	8 188 $	578	12 968 $
60 001 $ to 120 000 $	305	17 172 $	309	23 990 $
120 001 $ to 300 000 $	172	42 781 $	170	51 429 $
300 001 $ to 600 000 $	53	82 012 $	45	108 546 $
600 001 $ to 1 200 000 $	22	171 308 $	24	138 254 $
1 200 001 $ to 3 000 000 $	10	215 885 $	13	305 572 $
3 000 001 $ to 6 000 000 $	4	718 176 $	3	437 983 $
6 000 001 $ and up	2	2 654 474 $	1	450 871 $

Source : CSST, Direction des services financiers

1. These amounts are apportioned over a three-year period to avoid causing too great a fluctuation in employer assessments.

Following a number of representations from employers and their associations and recommendations from an ad hoc committee of the *Conseil du patronat*, the Commission decided that as of base year 1985, the merit and demerit plan will apply solely to employers whose gross assessment exceeds 50 000 $. This decision will considerably reduce the number of employers subject to the plan; in 1985, there will be only 1 500 or so of them.

Thus, 1984 is the last base year in which the plan was applied in its original form before this change. In accordance with current terms of the plan, however, the last calculations, the results of which will be felt until 1989, can only be made in 1987.

Applications for Review

Any employer who wishes to contest a decision regarding classification or assessment may do so by appealing to the Commission's Financial Services. If, following his appeal, the employer is not satisfied with the decision rendered, he may as a last resort apply to the Review Board for industry classification and employer assessments.

Over the past fiscal year, 462 such requests were submitted to this Review Board or 34 fewer than the previous year. The board retained 397 of these applications, and referred the others to financial services or regional offices, depending on the case. During this period, 307 decisions were handed down. Approximately 60 % of the 126 employers who requested a review of their assessment and of the 112 employers who appealed their classification had the decision they were challenging changed in whole or in part; there was no change in the other cases. With regard to applications concerning charges for the cost of expenditures or benefits connected to an accident, also handled by this Review Board, the initial decision was changed in 61 cases and maintained in 8 others.

To provide better service to its clientele, the Review Board held a total of 299 hearings in 29 Québec cities in the course of the year.

Employer Services

In order to respond better to the needs of employers, in 1984 the Commission began regionalizing some of its finance-related services. As of January 1985, services relating to registration, classification, collection and billing of assessments thus became available in each regional office. This means that although annual assessments continue to be managed from the head office, employers can now benefit from a higher level of service in their own regions. By expanding the responsibilities of regional offices in these matters, the Commission deems they will be able to improve and harmonize interventions involving employers, and that their knowledge of the milieu and the clientele will enable them to offer faster service better adapted to each situation.

In another connection, the Commission authorized the installation of terminals connected to its central computer in the establishments of 27 employers who requested them in 1984, bringing the number of employers with such electronic links to 43.

The Commission considers it particularly important to set up and perfect these electronic links, which form an avant-garde means of communication and offer numerous advantages. They allow employers to cut costs by providing fast, relevant information in a single step, shortening reimbursement waiting periods and detecting errors quickly. By giving employers control over events recorded in their file, this system also helps them plan their prevention activities better. Moreover, since employers are in a position to provide more precise information to workers, both parties being better informed, accurate calculations can be made and challenges can be avoided. For the Commission, electronic links cut down the number of inquiries it receives, thereby increasing its productivity and lowering its costs. The 43 employers who benefit from this service alone account for 15 % of the occupational accident volume processed by the Commission each year. These employers, who have formed a user committee of electronic links with the CSST, acknowledge that the system has become an indispensable working tool for them due to the many advantages it procures.

Throughout the year, the Commission also continued its efforts to improve its relations with employers. To do this, it organized information sessions for numerous employers' associations on subjects such as their rights and obligations, the financing of the plan it administers and its operating methods. It also took part in many exhibitions and trade shows, including the *Salon de la PME* (trade show for small and medium-sized businesses) attended by about 25 000 people. In another line of activity, the Commission considerably improved its letters and forms sent to employers every year and gave particular attention to their telephone inquiries. During the year it noted that inquiries or requests for explanations dropped sharply, indicating better comprehension of the financing mechanisms.

Management of Funds

At December 31, 1984, the Commission's total assets stood at over $2 billion, 91 % of which was deposited with the *Caisse de dépôt et placement du Québec*. The Workmen's Compensation Act stipulates that the Commission makes its own short-term investments, but it must deposit moneys it does not foresee needing in the short run for the payment of benefits or its administration costs with the *Caisse de dépôt et placement*.

For its short-term investments, the Commission deals with Canadian chartered banks and certified brokers operating on the money market. Investments are placed with the institution offering the best return on securities authorized by the Commission. The latter made 132 transactions on the money market during the year. In 1984, the average investment was about 9 million $, for an average term of thirty-two days. Owing to the decrease in surplus sums available, the annual short-term investment income of the Commission fell during this period from 16,5 million $ to 14,2 million $.

It must be pointed out, however, that the negative effect on income of the decrease in available capital was attenuated by a more active management of bank balances. Through short-term investments, the Commission in fact generated an additional net income of 1,6 million $ over what it would have obtained if it had left its fund in bank accounts, even at high interest rates.

Due to net contributions of 75 million $ during the year, the funds invested with the *Caisse de dépôt et placement* amounted to 1,941 billion $. These investments produced revenue of 183,6 million $, an increase of 12,2 million $ over the last year. The diversification of the investment portfolio into stock and mortgage finance, begun in 1981, is thus paying off while eliminating the risks inherent in concentrating funds in a single type of investment.

With the *Caisse de dépôt et placement*, the Commission has an individual fund in which it is the sole depositor. Already, in 1983, it had transferred to that individual fund its participation in the general fund of the *Caisse*; on December 1, 1984, it also merged the separate management fund with the individual fund, to facilitate their management.

It should be emphasized that the Commission's investment revenue is automatically deposited in the accident fund, as provided for in the financing method adopted. The cost of occupational injuries, including pension indexing, is evaluated such that the interest must be paid into the reserves in order to maintain a high enough balance.

Commission's Financial Position at the 1984 Fiscal Year End

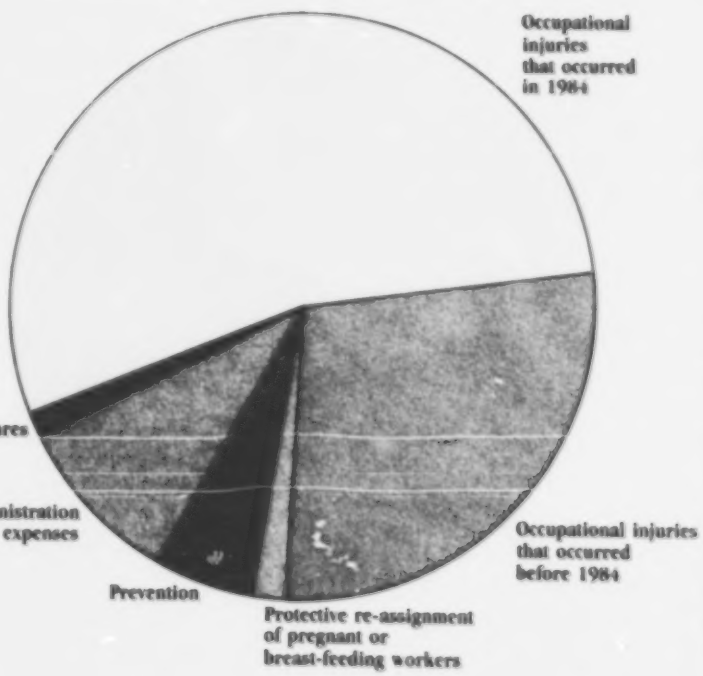
The Commission's total income for the fiscal period ended December 31, 1984 stood at 919,6 million $. Employer assessments accounted for 76 % of this amount, while investment income, interest on assessments and other income made up 24 % of the total. Its income was slightly lower than in 1983, primarily due to a drop in the amount of assessments collected.

The decrease in assessments is directly linked to the new financing method applied for the first time this year. It should be borne in mind that the Commission is no longer aiming to achieve full capitalization of its accident fund and has decided not to burden or encumber employers in the coming years in order to recover the accumulated deficit connected with accidents that occurred before 1984, which is entered as an unfunded liability. Likewise, fully aware of the fact that the present generation is carrying the costs of prevention infrastructure without fully benefitting from its results, it is capitalizing only 90 % of the cost of occupational injuries for 1984 through 1988; this capitalization will subsequently rise from 92 % to 100 % at the rate of 2 % a year. The surplus of expenditures over income thus created is added to the unfunded liability.

29
Commission Expenditures in 1984

Category	(000$)	%
Occupational injuries that occurred in 1984	591 633	54,1
Occupational injuries that occurred before 1984	305 114	27,9
Protective re-assignment of pregnant or breast-feeding workers	19 445	1,8
Prevention	58 806	5,4
Administration expenses	102 358	9,4
Other expenditures	15 762	1,4
Total[1]	**1 093 118**	**100,0**

Source : CSST, Direction des services financiers.


Occupational injuries that occurred in 1984
Other expenditures
Administration expenses
Prevention
Protective re-assignment of pregnant or breast-feeding workers
Occupational injuries that occurred before 1984

1. Including 188 million $ spent in 1984 and 404 million $ transferred to the actuarial reserves. Under the Commission's new financing method, only 90 % of these costs are financed by annual employer assessments.

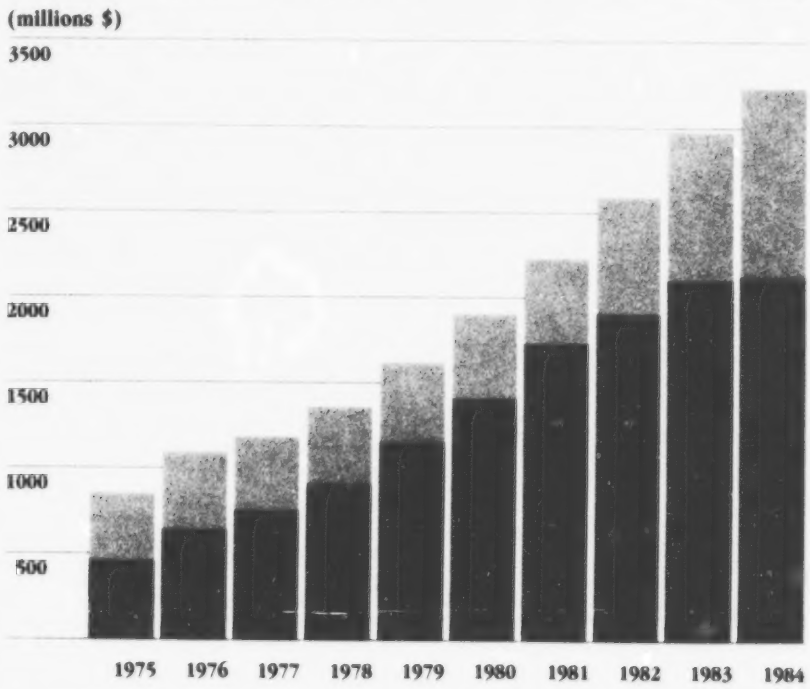
2. Difference between annual expenditures of 518 million $ and an amount of 213 million $ drawn from the reserves.

3. Bad debts and contributions to the civil service pension fund for past years.

4. Not including work inspection costs, which are assumed by the government.

30

Level of Capitalization of the Accident Fund from 1975 to 1984



Year	Accident Fund Reserves[1] (000$)	Commitments of the Commission[1] (000$)	Capitalization (%)
1975	471 703	830 838	56,8
1976	626 696	1 075 070	58,3
1977	750 531	1 183 243	63,4
1978	918 260	1 351 543	67,9
1979	1 164 543	1 603 481	72,4
1980	1 416 497	1 879 562	75,4
1981	1 707 228	2 203 014	77,5
1982	1 897 841	2 577 368	73,6
1983	2 091 543	2 958 235	70,7
1984	2 124 672	3 206 547	66,3

1. Data appearing in the assets and liabilities of the Commission's. Some of these data have been adjusted to make them comparable.

In accordance with established provisions, therefore, the Commission set its assessments rates for 1984 without including recovery of its unfunded liability, and considering only 90 % of the cost of occupational injuries that occurred during the year. Such major changes in the calculation of assessments obviously make any comparison of 1984 assessment income with that of past years delicate.

The Commission's total expenditures for the year amounted to 1 093,1 million $. After deduction of the unfinanced portion of the costs of the year's occupational injuries, i.e. 140,8 million $, the deficit for the period stood at 32,8 million $. This surplus of financed expenditures over income is explained primarily by a higher cost of occupational injuries that occurred in 1984 than predicted when the 1984 assessment rates were set.

As anticipated, the surplus of financed expenditures of 32,8 million $, as well as unfinanced expenditures of 140,8 million $ and an amount of 41,6 million $ resulting from changes to the actuarial reserve calculation method, were added to the unfunded liability of the Commission, which thus rose to 1 081,9 million $ at December 31, 1984, of which 1 049,1 million $ is deemed unrecoverable.

This unfunded liability by no means endangers the security of beneficiaries. Future benefit payments are satisfactorily guaranteed by the Commission's reserves of about 2 billion $. The Commission feels these reserves are sufficient, the percentage of capitalization of its accident fund being 66,3 $ at the end of the year.

L'Institut de recherche en santé et en sécurité du travail

Closely linked to the Commission through its mandate and operations, the *Institut* exists to conduct research to first identify, then eliminate at the source, dangers for the health and physical well-being of workers and help in the rehabilitation of victims of work accidents or occupational diseases. Also, due to the nature of its work, it promotes the development of research in cooperation with the scientific community, helps train researchers by granting bursaries and supporting university research in pertinent fields, provides specialization laboratory services to researchers and the CSST network, and sees to the dissemination of occupational health and safety research findings.

The financing of the *Institut* is guaranteed to a large extent by the Commission, which gave it a grant of 12,3 million $ in 1984, of which 988 340 $ came from the government. As at December 31, the number of positions authorized was 142.

The *Institut's* principal accomplishments are described in its own annual report. However, given the close connection between it and the Commission, it is appropriate to mention some of the *Institut's* activities during the year just ended.

Bursaries and Subsidies

From the start, the *Institut* gave priority to working out programs that would strengthen and develop existing resources, mainly in universities, and accelerate the training of researchers.

The *funding program for associate research teams* is directed at university research groups to which the *Institut* gives precise mandates in accordance with their particular skills.

In 1984, the *Institut* subsidized eight research groups, five of which have existed since 1982, for the following studies:

- Industrial toxicology (*Université de Montréal*);
- Epidemiology of occupational injuries (McGill University);
- Epidemiology of occupational cancers (*Institut Armand Frappier — Université du Québec*);
- Biomedical engineering (*École Polytechnique*);
- Pothophysiology and early detection of pneumoconiosis (*Université de Sherbrooke*).

Moreover, the *Institut* provided financing for three groups so that they could present research proposals in order to receive associate research team status. Their fields are:

- A biological approach to studying the work environment (*Université du Québec à Montréal*);
- Social aspects of prevention as related to occupational health and safety (*Université de Montréal*);
- Effects of work organization on occupational health and safety (*Université Laval*).

Lastly, the *Institut* granted a development subsidy to a joint team of specialists in industrial acoustics from the *Université de Sherbrooke* and the *Université de Montréal*.

The *subsidized research program* is intended for researchers in all disciplines. Complementary to the funding program for associate research teams, it supports original initiatives that could make scientific contributions to solving occupational health and safety problems. Evaluation of the scientific quality of projects is up to a committee of fellows. In 1984, the *Institut* created a human sciences committee as an addition to the existing natural sciences and engineering committees.

Of the 25 research projects subsidized during the year, six were completed in 1984 and 19 are continuing.

The *bursary program for the training of researchers* offers four types of bursaries: summer trainee bursaries, research trainee bursaries, post-doctoral research bursaries, retraining bursaries.

In the 1983-1984 academic year, the *Institut* awarded a total of 124 bursaries: 49 to undergraduates for summer training, 32 to Master's students, 31 to PhD students and 11 to post-doctoral students for a research period, and one retraining bursary.

Internal Research

In accordance with priorities set on the basis of its scientific policy, the *Institut* stressed the development of safety research in 1984. Research projects are developed in the sectors regarded as priorities by the Commission: Buildings and public works and Forestry and sawmills, owing to the rate and seriousness of occupational accidents in these fields.

In the *Building and public works* sector, many multi-disciplinary teams are trying to refine research instruments, often in cooperation with the work environment, in order to act effectively in prevention matters. Five projects were under way during this period:

- Analysis of 1981-1982 accident reports concerning industrial formwork;
- Evaluation of CSST investigation reports on serious or fatal accidents of carpenters-joiners, line workers and electricians;

- Study of building accidents on the island of Montréal;
- Evaluation of technical, material and organizational quality of construction sites;
- Postural study of carpenters doing industrial formwork.

At the same time, researchers were evaluating and perfecting the technological aspects of personal protective devices. Three projects were under way:

- Classification and selection of positioning and protective equipment for work at heights;
- Evaluation of hazards related to the safety belt as a body gripping device;
- Evaluation of a safety harness-jacket for stopping falls.

In the *Forestry and sawmills* sector, two pilot projects were conducted in 1984 to identify factors associated with accidents that occur in the sector:

- Development of a research framework to study high-risk machines, on the basis of CSST investigation reports;
- Drawing up of accident analysis charts including both work organization and work station environment.

Four other projects are going on, to examine the improvement of safety on shingle machines, circular edging saws and leg protectors for power saw operators, the development and manufacturing of a safety visor and noise control in establishments.

A thematic research project on *work and pregnancy* begun in 1982 was continued in 1984. This research primarily covers physical, chemical or biological agents and the ergonomic and psychosocial factors that can influence the rates of miscarriages, birth defects and prematurity.

Research Support Team

Anxious to meet the real needs of the labour force, the *Institut* formed a team whose mandate is to gather the data needed to identify research priorities.

Among the main activities of this team in 1984, we should mention:

- Ongoing work of a group of expert consultants concerning statistical modeling, information management and data acquisition;
- Research on the theme of work organization and safety, particularly in the buildings and public works, and forestry and sawmills sectors.

Laboratory Services

Since it was created, the *Institut* has attached great importance to the organization and operation of its laboratory services. The role of these laboratories is to provide specialized services to interveners from the *Commission de la santé et de la sécurité du travail*, community health departments, joint sector-based associations, and researchers.

They have three sectors:

- The industrial sanitation and toxicology sector is responsible for chemical analyses of environmental or biological samples. It also offers services to improve or validate analytical methods. In 1984, 59 695 analyses were done, 13 % requested by the Commission, 84 % by community health departments and 3 % by joint sector-based associations.
- The analytical support sector handles sampling procedures, contaminant measurements, calibration and verification of direct reading instruments, preparation of quality control programs and expertise relating to field interventions.
- The safety and engineering sector, finally, carries out research and development activities on subjects such as protection against falls from heights, personal protective equipment, high-risk machines and vibrations emitted by heavy equipment in forests.

Services provided in 1984 increased 50 % on the whole over 1983.

Special Projects

The *Institut* has given its special projects program team responsibility for compiling the mass of current knowledge on certain questions asked by labour.

The main studies conducted by the special projects team in 1984 were:

- Research on visual display terminals and their potential effects on health;
- Research on pathological troubles of the spinal column: diagnosis, treatment and physical rehabilitation;
- Creation of a committee to define possible orientations for rehabilitation research;
- Research on the validation of tests used to diagnose Raynaud's phenomenon (blood circulation and nervous sensitivity problems due to machine vibrations).

Hospital Centres that have a Community Health Department

Under service contracts with the Commission since 1981, the thirty-two hospital centres that have a community health department (HC-CHDs) fulfill different mandates connected with the implementation or operation of the occupational health and safety plan.

The table below indicates, for each HC-CHD, the number of service outlets in place at the end of 1984, the number of positions authorized in agreements with the Commission and the annual budget granted by the latter.

The realizations section of the table below shows the number of specific health programs for establishments transmitted to the Commission, the preparation of which constitutes the most important part of the HC-CHD mandate. It also gives a regional presentation of the number of applications for protective re-assignment of pregnant or breast-feeding workers whose file was examined by a HC-CHD prior to being sent to the Commission, as well as the number of industrial studies conducted following a benefit claim arising from an occupational disease.

HC-CHDs, by CSST Regional Offices	Operations			Achievements		
	Positions Authorized	Service Outlets	Budget (000$)	Health Programs	Protective Re-Assignments	Industrial Studies
Abitibi–Témiscamingue					211	10
Centre hospitalier Rouyn-Noranda	39,0	12	1 428	4		
Bas-Saint-Laurent–Gaspésie					371	8
Hôpital Saint-Joseph de Rimouski	17,8	5	609	—		
Hôtel-Dieu de Gaspé	15,2	7	610	18		
Hôtel-Dieu de Rivière-du-Loup	16,8	7	585	16		
Côte-Nord					134	13
Centre hospitalier régional Baie-Comeau–Hauterive	23,5	7	935	—		
Estrie					477	57
Centre hospitalier de l'Université de Sherbrooke	32,2	7	1 043	73		
Ile-de-Montréal					1 663	108
Hôpital général du Lakeshore	28,2	2	872	62		
Centre hospitalier de Verdun	17,5	2	577	20		
Hôpital Maisonneuve-Rosemont	51,4	5	1 548	87		
Hôpital Sainte-Justine	15,9	2	536	5		
Hôpital général de Montréal	17,4	1	577	10		
Hôpital du Sacré-Coeur	61,7	4	1 959	175		
Hôpital Saint-Luc	18,7	2	603	2		
Laval–Laurentides					643	75
Cité de la santé de Laval	25,2	2	882	35		
Hôtel-Dieu de Saint-Jérôme	37,0	5	1 219	—		
Centre hospitalier régional de Lanaudière	25,5	3	730	—		

Mauricie–Bois-Francs					353	16
Hôpital régional de la Mauricie	17,6	4	592	29		
Hôpital Sainte-Croix	22,0	5	718	42		
Centre hospitalier Sainte-Marie	20,2	6	661	14		
Montérégie					1 239	20
Centre hospitalier de Valleyfield	20,4	3	652	6		
Centre hospitalier Honoré-Mercier	42,7	4	1 448	112		
Hôpital Charles-Lemoyne	42,1	6	1 403	71		
Hôpital du Haut-Richelieu	24,8	4	807	46		
Nouveau-Québec						
Hôpital général de Montréal			14			
Outaouais					222	70
Centre hospitalier régional de l'Outaouais	26,8	6	879	16		
Québec					1 093	65
Centre hospitalier régional de la Beauce	38,4	7	1 333	65		
Hôpital de l'Enfant-Jésus	17,7	2	580	19		
Hôtel-Dieu de Lévis	16,9	4	574	28		
Centre hospitalier de l'Université Laval	20,8	7	692	27		
Hôpital du Saint-Sacrement	12,9	2	439	59		
Hôtel-Dieu de Montmagny	17,5	4	605	16		
Saguenay–Lac-Saint-Jean					696	218
Hôpital de Chicoutimi	17,0	3	597	10		
Hôtel-Dieu de Roberval	28,8	4	969	132		
Total	**829,6**	**144**	**27 676**[5]	**1 199**	**7 102**	**660**

1. Number of person/years authorized for basic teams, health programs and special projects. Approximately 90 % of these positions were filled at the end of 1984.

2. These services outlets are administered by HC-CHDs or by subcontractors with whom they have concluded agreements. CLSCs thus administered 91 of these service outlets in 1984.

3. Specific health programs for each establishment, which form a component of their prevention programs.

4. Including amounts paid for special projects.

5. Excluding an amount of 283 749 $ for the purchase of measuring instruments.

Joint Sector-Based Associations

In 1984, the Commission subsidized seven joint sector-based associations so as to provide workers and employers in their respective sectors with training and information services and offer them technical assistance for setting up prevention mechanisms. With each association specializing in one sector, they have developed specific expertise in order to offer support to their clientele, and have particular achievements to their credit. The following information is drawn from the annual reports these associations file with the Commission.

Conseil québécois de la santé et de la sécurité pour l'industrie des textiles primaires

(Québec health and safety council for the primary textile industry)

Creation date: March 1981
Population served: 705 establishments, employing 41 323 workers
Number of permanent employees: 7
Amount of annual subsidy from the CSST: 349 950 $.

The *Conseil québécois de la santé et de la sécurité pour l'industrie des textiles primaires* held its first annual meeting, attended by 250 people, in 1984. The employer and worker representatives there decided on the orientation of the action program, project priorities and the services they expect to receive from the council. An analysis of workshop discussions and the evaluation cards filled out by the participants clearly shows that the clientele, at this stage of the council's existence, insists on the presence of permanent employees in the work environment. They are seeking fundamental services above all, i.e. services relating to the proper operation of health and safety committees, identification of hazards through job security analyses, accident investigations, prevention programs and the need for an exchange of experiences between like establishments.

The council had already defined these needs and is continuing to procure the necessary tools in order to meet them; priorities were adjusted according to the desires expressed.

With regard to technical counselling and assistance, the council continued during this period to promote job safety analyses, and already 19 establishments have fully or partially completed this work. It is also in the midst of developing a model prevention program.

Respecting research and documentation, the council developed a directory of the decibel levels of textile machines in order to influence purchasing and premise layout policies of establishments. It also participated in 1984 in a research project conducted by the school of industrial relations of the *Université de Montréal* on efficiency factors in the organization of work safety. Ten establishments in the sector participated in the initial stages of this project, which is subsidized by the IRSST.

Association paritaire pour la santé et la sécurité du travail — Secteur affaires sociales

(Joint occupational health and safety association — social affairs sector)

Creation date: August 1981
Population served:
6 838 establishments, employing 160 000 workers
Number of permanent employees: 26
Amount of annual subsidy from the CSST: 1 339 430 $

In 1984, this association particularly distinguished itself through the production of prevention guides, its worker and employer training program and its technical assistance service, three programs that have been expanded considerably over previous years. At the end of 1984, the association thus offered its clientele nine prevention guides providing technical information on subjects ranging from infections to aggressions in psychiatric environments, to diagnostic health physics, and so on.

As training is the cornerstone of prevention, the association devotes special effort to it. It offers its clientele 14 different training courses, in which over 3 500 workers and employer representatives participated during the year, for an increase of 28 % over the previous year.

To play its role effectively, the association set up a technical consultation and assistance department five years ago. Among the department's achievements are its contribution to the creation or maintenance of occupational health and safety committees in establishments. At the end of 1984, there were 162 such committees, of which 125 were joint committees. Although this sector has not yet been designated a priority by regulation, and health and safety committees are therefore not formed in compliance with the law, over 27 % of its establishments with twenty-one workers or more have already set up a health and safety committee. Furthermore, over 50 % of the establishments turned to the association's services to resolve various technical questions.

Regarding information in general, the association's publications counter distributed 29 963 documents, while the documentation centre received 228 visitors and the film library loaned educational films, videos and slide shows on 684 occasions.

In summary, over 10 800 workers and employer representatives used the association's services in 1984, leaving little doubt as to its usefulness.

Association paritaire pour la santé et la sécurité du travail — Secteur services-automobiles

(Joint occupational health and safety association — automobile service secteur)

Creation date: December 1982
Population served: 9 790 establishments, employing 54 540 workers
Number of permanent employees: 11
Amount of annual subsidy from the CSST: 555 342 $

This association held eight regional information sessions in 1984 attended by over 600 people; on each occasion, a detailed regional picture of occupational health and safety in the sector was given to the media, specialists in the field, workers and employers.

In its bimonthly bulletin entitled *Auto Prévention* with a 13 000 plus circulation, the association was able to communicate regularly with all establishments in the sector. Its prevention counsellors met with employers and workers in 562 establishments and gave about fifty information sessions to over 400 people. They also answered close to a hundred requests for services, mostly on the following topics: services of the associations, health and safety committees, prevention programs or particular hazards in the sector and recommended prevention methods.

Apart from responding to specific needs, the association carried out some twenty studies and research projects on problems in the automobile sector and developed three prevention guides about lead, particularly in radiator repair shops, on handling and on carbon monoxide.

Finally, a guide to preparing specific prevention programs for the automobile sector, accompanied by a regulation chart, was drafted based on voluntary participation of four establishments in the sector. Some of them have already reached the stage of applying this plan of action and their experience will be highly valuable for all sector workers and employers, who will have to develop their own prevention programs shortly. With the help of these establishments, the association was able to develop highly appropriate tools for the automobile sector during this first year of activity.

Association paritaire pour la santé et la sécurité du travail — Secteur transport et entreposage

(Joint occupational health and safety association — transportation and storage sector)

Creation date: May 1982
Population served: 9 789 establishments, employing 65 321 workers
Number of permanent employees: 12
Amount of annual subsidy from the CSST: 649 877 $

After a period of structuring and staff training, this association was in a position to meet the needs of the sector in 1984 as regards research, training and information, and technical assistance.

Counselling and technical assistance activities were very important for the association during this period. Its object was to sensitize the greatest number of sector establishments possible concerning preventive action and the activities they would soon have to undertake. Within this framework, counsellers made 938 visits to establishments to inform employers and workers about their rights and obligations, with particular emphasis on the prevention program. These meetings also made it possible to see to the organizing of health and safety committees, with a better knowledge of the clientele and more specific information about occupational injuries. The association can now define its goals and develop solutions enabling the sector to offer healthier, safer work environments.

The year's most important information project was the distribution of a folder to truckers concerning their diet and physical condition. The association also organized a symposium on the theme "S'unir pour prévenir" (unite to prevent), attended by over a hundred people. Many information and training sessions were held during this period. With respect to research, an update on federal and provincial legislation was conducted. The association offers its clientele a documentation centre containing over 1 000 documents on various aspects of occupational health and safety in the Transportation and storage sector. In short, the sector is gearing up to accept greater responsibility.

Association paritaire pour la santé et la sécurité du travail — Secteur imprimerie et activités connexes

(Joint occupational health and safety association — printing and related activities sector)

Creation date: March 1983
Population served: 1 566 establishments, employing 28 424 workers
Number of permanent employees: 4
Amount of annual subsidy from the CSST: 226 998 $

The beginning of the year for this association focused on setting up its secretariat and hiring two prevention counsellors. After a short training period for the newcomers, the team began a study of the sector to establish files on business in the field on a geographical basis, specify the number of workers in the sector, their degree of union membership, etc. The team then went on to conduct a statistical study to illustrate the occupational health and safety situation in the sector based on information provided by the CSST. After that, a qualitative study was done. A sample of one hundred firms with twenty-one workers or more were visited to try and discover the needs and expectations of the printing sector vis-à-vis its joint association.

Parallel to this study, some one hundred and fifty other establishments were visited in the regions and informed about the Act respecting occupational health and safety. During these visits, the association also distributed information documents about the Act and health and safety committees. In the fall, to complete the sectorial study, the team undertook a more detailed study of the photography and cardboard box subsectors. At the same time, the association produced a guide to health and safety regulations in the form of an alphabetical list of subjects on which questions are liable to be asked.

Finally, with the cooperation of a Farnham printer, the association launched a pilot project that should lead this establishment through the steps of preparing a prevention program.

Association paritaire pour la santé et la sécurité du travail — Secteur administration provinciale

(Joint occupational health and safety association — provincial administration sector)

Creation date: September 1983
Population served: 1 828 establishments, employing 76 119 workers
Number of permanent employees: 6
Amount of annual subsidy from the CSST: 349 905 $

In the course of 1984, this association helped set up one hundred and three health and safety committees in nine government agencies and departments. These committees are made up of an average of six people representing the employer and the workers, such that over 600 people are actively engaged in the development of prevention procedures. More than eighty of these committees received direct help from the association's staff for an average of three days each.

The association also gave more than 1 350 workers and administrators a 12-hour course about safety on construction sites. Moreover, through its documentation centre, it distributed to its member organizations 4 426 information and training documents of which over 50 % had been produced by its services. It also opened a Québec City office, published its first information bulletin, started a pilot project in the tree nurseries of the *ministère de l'Énergie et des Ressources* (department of energy and resources) and conducted a study on the phenomenon of aggression in *Travail-Québec* centres.

Association paritaire pour la santé et la sécurité du travail — Secteur fabrication d'équipement de transport et de machines

(Joint occupational health and safety association — transportation equipment and machinery manufacturing sector)

Creation date: November 1983
Population served: 500 establishments, employing 50 100 workers
Number of permanent employees: 2
Amount of annual subsidy from the CSST: 457 418 $

For this association, 1984 was a start-up year. After adopting a constitution in compliance with the Act, it selected and appointed its general manager and the initial core of its administrative support staff, and set up its headquarters. Following the adoption of action programs, at the year's end it was completing the selection of its staff more specifically in charge of prevention. Among its achievements, it held its first general meeting and began publishing and distributing an information bulletin. Since recruiting for its permanent staff had not been completed, the association had a large budget surplus.

While this association is still relatively unknown, it has already received a few requests for interventions, advice and technical assistance. These requests particularly related to preparing courses for workers, analyzing job safety, taking samples and analyzing air quality.

Statistics by Sector of Economic Activity (1984)

Sector of Economic Activity	Establish-ments	Workers Covered	Prevention-Inspection Interventions Files			
			Assistance, Evaluation and Control	Investigations Following Accidents	Interventions Following Complaints	Application of the Right of Refusal
Group I						
[illegible]	16 764	80 425	4 829	105	733	6
[illegible]	429	24 269	241	21	34	5
[illegible]	2 690	29 163	823	143	79	15
[illegible]	467	19 070	413	96	69	15
[illegible]	2 066	38 764	979	90	178	18
Group II						
Wood industry (except sawmills)	1 116	12 873	353	21	51	3
Rubber and plastic products industry	436	19 258	227	20	71	9
Manufacturing of transp. equipment	359	30 799	200	27	114	60
Primary metal processing	131	27 606	169	69	108	29
Manufacturing of nonmetal mineral products	848	13 046	308	28	55	5
Group III						
Public administration	5 128	131 000	461	64	532	75
Food and beverage industry	2 063	57 029	214	24	114	11
Furniture and furnishings industry	1 377	12 090	123	10	38	3
Paper industry and related activities	265	38 323	134	114	117	10
Transportation and storage	6 950	54 826	277	42	121	20
Group IV						
Trade	48 128	317 337	413	57	423	19
Leather industry	337	11 854	26	9	40	—
Manufacturing of machinery (except electrical)	373	10 875	66	4	38	10
Tobacco industry	20	5 031	3	0	4	—
Textile industry	608	28 367	75	22	86	1
Group V						
Other business and personal services	41 591	297 098	439	56	307	10
Communication, power distribution and other public services	2 206	81 734	185	66	99	46
Printing, pub. and related activities	1 760	29 046	78	5	55	—
Manufacturing of oil and coal products	79	3 092	9	4	11	—
Manufacturing of electrical products	576	37 910	63	12	39	7
Group VI						
Agriculture	16 902	15 209	37	31	9	1
Hosiery and apparel	2 450	70 878	79	6	94	7
Education and related services	4 887	191 273	81	10	186	5
Finance, insurance and real estate	12 655	148 396	105	13	77	1
Medical and social services	8 280	183 207	64	10	216	16
Hunting and fishing	517	619	3	—	—	—
Misc. manufacturing industries	1 075	11 281	47	7	38	4
Unclassified files	—	338	2 265	174	713	25
Total	**183 533**	**2 032 086**	**13 789**	**1 360**	**4 849**	**436**

Files Opened Following Benefit Claim					Financing		
Accidents Without Time Off Work	Accidents With Time Off Work	Occupational Diseases	Deaths	Protective Re-Assignments[4]	Employer Files	Estimated Total Payroll	Average Assessment Rate
						(in millions of $)	
7 622	**11 460**	**189**	**29**	**6**	**17 745**	**1 616**	**6,62**
1 070	**2 832**	**63**	**1**	**31**	**397**	**520**	**1,43**
4 272	**6 237**	**129**	**4**	**10**	**2 843**	**584**	**8,89**
3 279	**2 362**	**254**	**7**	**5**	**508**	**524**	**6,64**
4 393	**9 768**	**140**	**1**	**61**	**2 164**	**744**	**3,87**
1 822	3 326	46	2	37	1 590	271	3,85
1 487	3 530	37	—	97	451	302	3,12
2 423	5 838	135	1	14	528	776	3,56
2 581	3 820	317	—	8	122	739	3,58
1 395	2 670	83	2	17	774	224	5,58
7 603	9 453	91	13	82	1 749	3 292	1,61
4 706	13 463	302	4	267	1 782	1 259	2,83
985	2 369	13	—	31	872	240	2,87
4 232	4 762	267	4	41	233	1 077	2,85
3 812	8 660	199	11	50	6 013	1 199	3,78
13 648	25 723	174	15	1 172	40 202	5 848	1,33
424	1 049	11	—	110	485	154	1,35
1 299	2 594	52	—	2	342	276	3,70
160	378	3	—	2	13	108	1,60
2 015	3 866	86	1	224	554	526	2,09
7 484	12 838	114	15	1 170	39 480	4 551	0,81
2 409	3 357	36	1	23	1 033	1 593	1,22
993	1 933	20	1	55	1 611	647	0,94
185	234	10	—	1	61	92	1,01
1 497	2 672	44	—	59	430	768	1,16
960	1 865	19	6	57	16 199	215	3,59
1 489	3 195	58	—	594	2 391	957	0,59
3 673	3 701	60	—	151	1 265	4 396	0,23
1 001	1 230	25	4	235	7 263	2 438	0,24
17 924	16 068	511	1	2 196	7 325	4 081	0,96
52	93	1	—	—	493	10	8,06
586	1 314	35	—	73	932	214	1,63
51 790	905	477	13	222	30	—	
159 271	**172 765**	**4 001**	**136**	**7 102**	**157 880**	**40 241**	**1,83**

Designated by regulation on July 3, 1982.

Designated by regulation on May 4, 1983.

Sources: CSST, Common element-establishments file (85-02), Monthly report on intervention files — IEMI (84-12-31); Compensation files (85-02); Master assessment files (84-12-31). In the case of the number of workers covered: estimate based on the total payroll for all sectors except Public Administration (inquiry into the work force), and Other Services, Oil and Coal Industry, and Teaching and Related Activities (inquiry "Employment, Remuneration and Hours Worked").

1. Files closed in 1984, with or without intervention. It should be noted that assistance, evaluation and control interventions were formely classified as compliance inspections.

2. Includes exclusively claims of workers whose employer is required to contribute to the accident fund, since the data related to employers who pay their own benefits were not available.

3. Number of files presented to the Commission during the year. These data must be distinguished from the number of deaths due to occupational accidents recorded during the year, which totalled 103.

4. Benefit claims within the exercising of the right to protective reassignment of pregnant or breast-feeding workers.

5. Amounts estimated at April 15, 1985.

6. The average rate presented here is an estimate of the actual rate of assessments paid and differs from the nominal rate set in July 1983.

Statistics by Region (1984)

CSST Regional Office	Establishments	Workers Covered	Prevention-Inspection Intervention Files: Assistance, Evaluation and Control	Investigations Following Accidents	Interventions Following Complaints	Application of the Right of Refusal
Abitibi–Témiscamingue	4 881	39 417	843	87	229	18
Bas-Saint-Laurent–Gaspésie	11 643	71 993	663	61	113	8
Côte-Nord	3 134	34 534	470	68	158	32
Estrie	8 565	68 584	921	137	169	10
Ile-de-Montréal	47 073	790 167	3 318	119	1 503	141
Laval–Laurentides	21 298	156 886	1 119	82	352	80
Mauricie–Bois-Francs	15 194	116 337	1 076	86	245	27
Montérégie	27 525	238 103	2 492	225	824	67
Nouveau-Québec	220	1 887	581	47	89	3
Outaouais	6 064	47 058	607	30	150	1
Québec	29 979	383 117	1 126	134	763	19
Saguenay–Lac-Saint-Jean	7 957	76 895	573	284	254	30
Unclassified files	—	7 108	—	—	—	—
Total	**183 533**	**2 032 086**	**13 789**	**1 360**	**4 849**	**436**

1. Cases settled in 1984. It should be noted that assistance, evaluation and control interventions were formerly classified as compliance inspections.

2. In Group I and II establishments employing over twenty workers. Only programs submitted to the Commission and committees for which it received a notice of creation are accounted for here.

3. Includes exclusively the claims of workers whose employer is required to contribute to the accident fund.

Regional Offices of the Commission

Abitibi – Témiscamingue
33, rue Gamble Ouest
Rouyn (Québec)
J9X 2R3
(819) 762-4391
Télex 057-46549

900, 5e Avenue
Val-d'Or (Québec)
J9P 1B9
(819) 824-2724

Bas-Saint-Laurent – Gaspésie
180, rue des Gouverneurs
Rimouski (Québec)
G5L 8G1
(418) 722-3717
Télex 051-86306

205, boul. York, 1er étage
C.P. 2488
Gaspé-Harbour (Québec)
G0C 1S0
(418) 368-5510

200, boul. Perron Ouest
New-Richmond (Québec)
G0C 2B0
(418) 392-5091

Côte-Nord
Au Grand Passage
690, boul. Laure
Bureau 20
Sept-Îles (Québec)
G4R 4N8
(418) 962-7031
Télex 051-84191

595, boul. Laflèche
Secteur Mingan
Baie-Comeau (Québec)
G5C 1C4
(418) 589-6921

Estrie
1335, rue King Ouest
Sherbrooke (Québec)
J1J 2B8
(819) 821-5000
Telex 058-36158

Île-de-Montréal
2, complexe Desjardins
Tour de l'Est, 2e étage
C.P. 3, succursale Desjardins
Montréal (Québec)
H5B 1H1
(514) 873-3990
Télex 052-5342

Lanaudière
432, rue de Lanaudière
Joliette (Québec)
J6E 7X1
(514) 759-8080
Télex 052-68658

Prevention Mechanisms in Establishments		Benefits Claims				
Prevention Programs	Health and Safety Committees	Accidents Without Time Off Work	Accidents With Time Off Work	Occupational Diseases	Deaths	Protective Re-Assignments
110	65	5 614	4 454	231	10	211
105	42	6 532	5 968	154	7	371
37	14	3 032	2 880	64	9	134
75	45	7 725	7 262	371	6	477
534	85	38 564	46 585	547	16	1 663
144	32	21 948	27 718	496	13	643
133	20	10 642	10 206	331	10	353
281	59	25 839	32 579	768	22	1 239
48	9	6 233	4 747	150	6	222
292	108	24 175	23 962	461	25	1 093
128	53	8 967	6 404	428	12	696
—	—	—	—	—	—	
1 887	**528**	**159 271**	**172 765**	**4 001**	**136**	**7 102**

Sources: CSST, Common element — establishments file (85-02); Monthly report on intervention files — IEMI (84-12-31); Compensation files (85-02); Master assessment file (84-12-31). In the case of the number of workers covered: estimate based on the Common Element-Establishments File and the inquiry into the work force.

4. Number of benefit claims presented to the Commission during the year. These data must be distinguished from the number of deaths due to occupational accidents recorded during the year, which totalled 103.

5. Benefit claims within the exercising of the right of protective reassignment of pregnant or breast-feeding workers.

6. Files opened following occupational injuries for Nouveau-Québec workers were opened in their region of residence.

Laval – Laurentides
1700, boul. Laval
Laval (Québec)
H7S 2G6
(514) 668-7400
Télex 052-4554

1000, rue Labelle
Saint-Jérôme (Québec)
J7Z 5N6
(514) 431-4000

Mauricie – Bois-Francs
1055, boul. des Forges
2e étage, bureau 200
Trois-Rivières (Québec)
G8Z 4J9
(819) 372-3400
Télex 058-37167

Montérégie
25, boul. Lafayette
Longueuil (Québec)
J4K 5B7
(514) 679-8390
Télex 052-4507

78, rue Court
Granby (Québec)
J2G 4Y5
(514) 378-7971

26, place de l'Entraide
Sorel (Québec)
J3P 7E3
(514) 743-2727

7, rue Baie
Valleyfield (Québec)
J6S 1X3
(514) 371-8911

Nouveau-Québec
Case postale 690
Radisson (Québec)
J0Y 2X0
(0) 638-8978

Outaouais
15, boul. Gamelin
Hull (Québec)
J8Y 6N5
(819) 778-8600
Télex 053-3518

Québec
1, parc Samuel-Holland
Québec (Québec)
G1S 4R7
(418) 643-6319
Télex 051-2332

122, rue Notre-Dame Nord
Thetford-Mines (Québec)
G6G 2J8
(418) 338-0180

Saguenay – Lac-Saint-Jean
Place du Fjord
901, boul. Talbot
Chicoutimi (Québec)
G7H 6P8
(418) 696-5200
Télex 051-36142

913, boul. Sacre-Coeur
C.P. 1016
Saint-Félicien (Québec)
G0W 2N0
(418) 679-5463

Occupational Health and Safety Regulations in Force on December 31, 1984

Regulations Adopted or Continued Under the Act respecting occupational health and safety

Some of the regulations applied under the Act respecting occupational health and safety have been adopted by the CSST's Board of Directors since 1980 while others, that had been adopted previously under other Acts, now come under the jurisdiction of the Commission by virtue of its constitutive Act. These are the continued regulations.

Adopted Regulations

Regulation respecting joint sector-based associations on occupational health and safety (R.R.Q. 1981, c. S-2.1, r.1. Amended by: D. 517-82 dated 82-03-03, D. 47-83 dated 83-01-12, D. 582-83 dated 83-03-23, D. 1405-83 dated 83-06-22, D. 1406-83 dated 83-06-22, D. 1606-84 dated 84-07-04 and D. 2487-84 dated 84-11-07)

Regulation respecting certificate for protective re-assignment of pregnant or nursing workers (R.R.Q. 1981, c. S-2.1, r.2. Replaced by: Decision, G.O. 82-01-27, p. 238)

Regulation respecting the application of the provisions relating to work accidents and occupational illnesses contained in the *Entente entre le Gouvernement du Québec et le Gouvernement de la République française en matière de sécurité sociale* (R.R.Q. 1981, c. S-2.1, r.12)

Reglement de regie interne de la CSST (R.R.Q. 1981, c. S-2.1, r.16. Amended by: D. 1687-82 dated 82-07-07)

Rules of proof, procedure and practice of the review boards of the CSST (R.R.Q. 1981, c. S-2.1, r.17)

Regulation respecting the reimbursement of certain expenses incurred by reason of an investigation or a hearing (R.R.Q. 1981, c. S-2.1, r.18)

Regulation respecting prevention programmes (D. 1282-82 dated 82-05-26, G.O. dated 82-06-23, p. 2373. Amended by: D. 747-83 dated 83-04-13)

Regulation respecting occupational health services (D. 1281-82 dated 82-05-26, G.O. dated 82-06-23, p. 2383. Amended by: D. 748-83 dated 83-04-13)

Regulation respecting reviews related to inspections (D. 147-83 dated 83-01-26, G.O. dated 83-02-16, p. 1147)

Regulation respecting occupational health and safety committees (D. 2025-83 dated 83-09-28, G.O. dated 83-10-12, p. 4209)

Joint sector-based construction association occupational health and safety regulation (D. 209-84 dated 84-01-25, G.O. dated 84-02-08, p. 911)

Regulation respecting the application of the Building Code (D. 912-84 dated 84-04-11, G.O. dated 84-04-25, p. 1789. Amended by: Errata, G.O. dated 84-06-14, p. 2359)

Safety Representative in an Establishment Regulation (D. 1879-84 dated 84-08-16, G.O. dated 84-08-29, p. 4195)

First aid minimum standard regulation (D. 1922-84 dated 84-08-22, G.O. dated 84-09-12, p. 4429)

Continued Regulations

Regulation respecting the medical certificate of workmen (R.R.Q. 1981, c. S-2.1, r.3)

Regulation respecting shipyards (R.R.Q. 1981, c. S-2.1, r.4)

Safety Code for the wood-working industry (R.R.Q. 1981, c. S-2.1, r.5)

Safety Code for the construction industry (R.R.Q. 1981, c. S-2.1, r.6. Amended by: S.Q. 1981, c. 7, s. 536, S.Q. 1982, c. 53, s. 57 and D. 749-83 dated 83-04-13)

Regulation respecting ice cutting (R.R.Q. 1981, c. S-2.1, r.7)

Regulation respecting industrial establishments (R.R.Q. 1981, c. S-2.1, r.8)

Regulation respecting industrial and commercial establishments (R.R.Q. 1981, c. S-2.1, r.9. Amended by: S.Q. 1981, c. 7, s. 536)

Regulation respecting the shoring of concrete formwork (R.R.Q. 1981, c. S-2.1, r.10)

Regulation respecting the handling and use of explosives (R.R.Q. 1981, c. S-2.1, r.11)

Regulation respecting mine rescue stations (R.R.Q. 1981, c. S-2.1, r.13)

Regulation respecting the protection of compressed air workers (R.R.Q. 1981, c. S-2.1, r.14)

Regulation respecting the quality of the work environment (R.R.Q. 1981, c. S-2.1, r.15. Amended by: D. 576-82 dated 82-03-10, Errata, G.O. dated 84-09-05, p. 4333)

Regulation respecting the salubrity and safety of workmen in mines and quarries (R.R.Q. 1981, c. S-2.1, r.19)

Regulation respecting safety and health in foundry works. (R.R.Q. 1981, c. S-2.1, r.20)

Regulation respecting work carried out in the vicinity of electric power lines (R.R.Q. 1981, c. S-2.1, r.21. Amended by: S.Q. 1981, c. 7, s. 536)

Regulation respecting forestry operations (R.R.Q. 1981, c. S-2.1, r.22)

Regulation respecting the use of explosive actuated tools (R.R.Q. 1981, c. S-2.1, r.25)

Regulation respecting elevators, dumbwaiters, escalators and moving walks (R.R.Q. 1981, c. S-3, r.1)

Building Code (R.R.Q. 1981, c. S-3, r.2)

Regulation respecting sanitary conditions in industrial or other camps (R.R.Q. 1981, c. Q-2, r.3)

Regulation respecting solid waste (R.R.Q. 1981, c. Q-2, r.14. Amended by: D. 195-82 dated 82-01-27 and D. 1075-84 dated 84-05-09)

Regulation respecting underground waters (R.R.Q. 1981, c. M-13, r.3)

Regulation respecting the application of the Public Health Protection Act (R.R.Q. 1981, c. P-35, r.1. Amended by: D. 3506-81 dated 81-12-16, D. 2335-82 dated 83-10-13, D. 975-83 dated 83-05-18, D. 1215-83 dated 83-06-15, D. 1814-84 dated 84-08-16 and D. 1894-84 dated 84-08-22)

Regulations Adopted Under the Workmen's Compensation Act

Regulation respecting skilled tradesmen (R.R.Q. 1981, c. A-3, r.1)

Regulation respecting financial assistance (R.R.Q. 1981, c. A-3, r.2)

Regulation respecting the Impairment Table (R.R.Q. 1981, c. A-3, r.3. Replaced by: D. 1948-82 dated 82-08-25)

Regulation respecting the computation of the weighted net income (R.R.Q. 1981, c. A-3, r.4. Amended by: D. 1551-82 dated 82-06-23, D. 2827-82 dated 82-12-01, D. 2644-83 dated 83-12-14 and D. 2710-84 dated 84-12-05)

Regulation respecting the classification of employers (R.R.Q. 1981, c. A-3, r.5. Amended by: D. 1550-82 dated 82-06-23, D. 368-83 dated 83-03-02, D. 2430-83 dated 83-11-23 and D. 2647-84 dated 84-11-28)

Regulation respecting statements of wages (R.R.Q. 1981, c. A-3, r.6)

Regulation respecting the medical examination provided for in section 23 of the Workmen's Compensation Act (R.R.Q. 1981, c. A-3, r.7)

Regulation respecting occupational diseases (R.R.Q. 1981, c. A-3, r.8)

Regulation respecting payment of expenses for organizing and maintaining rescue stations in mines and the reimbursements by interested employers of sums disbursed (R.R.Q. 1981, c. A-3, r.9)

Regulation respecting the penalty for non-payment of an assessment (R.R.Q. 1981, c. A-3, r.10. Amended by: D. 1859-82 dated 82-08-12 and D. 1204-83 dated 83-06-08)

Regulation respecting reimbursement of damaged or destroyed clothing, prosthesis or orthesis (R.R.Q. 1981, c. A-3, r.11)

Regulation respecting the assessment system based on merit (R.R.Q. 1981, c. A-3, r.13)

Regulation respecting the transportation of the body of a worker (R.R.Q. 1981, c. A-3, r.14)

Regulation respecting non-remunerated workers (R.R.Q. 1981, c. A-3, r.15)

Regulation respecting criteria of assessment applicable to certain employers (D. 271-82 dated 82-02-08. Amended by: D. 762-84 dated 84-03-28)

By-law No. 39 concerning the institution of the advisory committee on industrial accidents (O.C. 4132 dated 70-11-04. Amended by: O.C. 4788 dated 70-12-22)

Regulation Adopted Under the Act respecting indemnities for victims of asbestosis and silicosis in mines and quarries

Regulation respecting the appointment of members of the Medical Experts Committee (R.R.Q. 1981, c. I-7, r.1)

Regulation Adopted Under the Crime Victims Compensation Act

Regulation respecting the application and notice of election to claim benefits by a victim (R.R.Q. 1981, c. I-6, r.1)

Regulation Adopted Under the Act to promote good citizenship

Regulation respecting the decorations and distinctions that may be awarded and the awards that may be granted under the Act to promote good citizenship (R.R.Q. 1981, c. C-20, r.1. Amended by: D. 2468-82 dated 82-11-24)

1 The building Code was replaced by the Regulation respecting application of the Building Code, which is included in the section on regulation adopted under the Act respecting occupational health and safety. However, the first code is still applicable to buildings whose construction began before 84-05-25.

2 The First aid minimum standard regulation, which replaced the Regulation respecting first aid services, is included in the section on regulations adopted under the Act respecting occupational health and safety.